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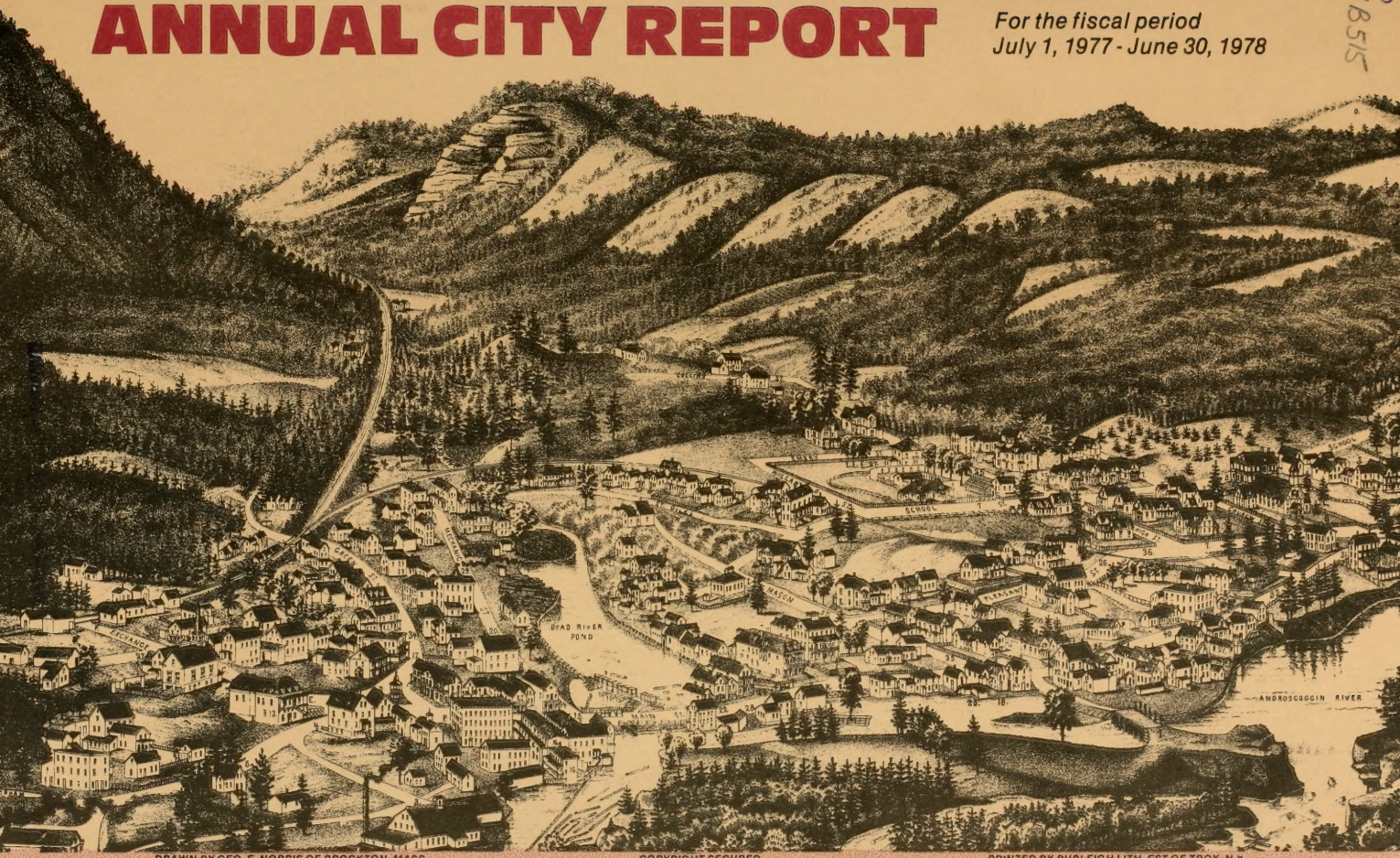
BERLIN, NEW HAMPSHIRE

ANNUAL CITY REPORT

For the fiscal period
July 1, 1977 - June 30, 1978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BERLIN, NEW HAMPSHIRE

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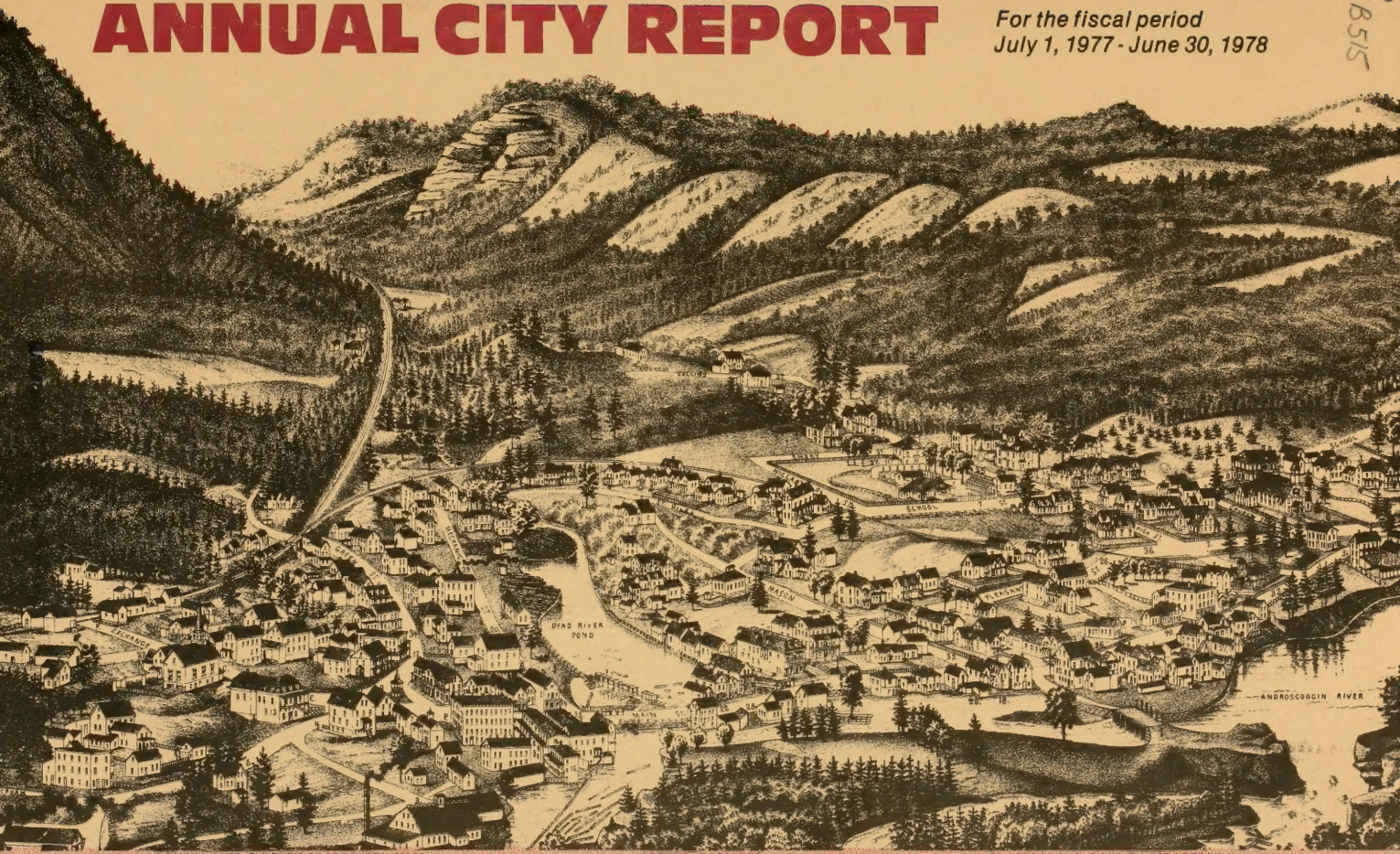

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BERLIN FALLS, N.H.

1888

CITY TELEPHONE DIRECTORY

Assessors, City Hall 752-6250
Berlin District Court, Green Street 752-3132
Berlin Housing Authority, 10 Granite Street ... 752-4240
Berlin Municipal Airport, Milan 449-2251
Building Inspector, City Hall 752-1272
City Attorney, 206 Main Street 752-3322
City Clerk, City Hall 752-2340
City Engineer, City Hall 752-4450
City Manager, City Hall 752-7532
City Treasurer, City Hall 752-1610
Civil Defense Department, City Hall 5245
Community Development Dept., City Hall 752-1630
Dog Constable, 135 Green Street 752-3131
Finance Department, City Hall 752-1610
Fire Department, Main Street 752-3134
Health Department, City Hall 752-1272
Housing Inspector, City Hall 752-1272
Mayor, City Hall 752-2340
Police Department, Green Street 752-3131
Public Health Nurse, City Hall 752-1272
Public Library, 270 Main Street 752-5210
Public Works Department,
  City Engineer, City Hall 752-4450
  Office, City Hall 752-4450
  Garage, Wight Street 752-1460
Recreation Department, First Avenue 752-2010
School Department
  Bartlett School, Mt. Forest Street 752-3220
  Bi-Lingual Program, School Street 752-2577
  Brown School, Norway Street 752-1471
Bus Garage, Granite Street 752-1883
Business Administrator, Hillside Avenue 752-6500
Elementary Consultant, School Street 752-5832
Fifth-Sixth Grades School, School Street 752-5832
Forestry Program Field Office,
  Thompson Farm 752-2002
Junior High School, State Street
  Office 752-5211
  Guidance Office 752-7544
  Nurse 752-4242
King School, 153 Grafton Street 752-2628
Marston School, Pine Street 752-2170
Senior High School, Willard St.
  Office 752-4122
  Guidance Office 752-4355
  Lunch Supervisor 752-4060
  Nurse 752-4057
  Welding Shop 752-3576
Superintendent of Schools, Hillside Avenue .. 752-6500
Title One Office, School Street 752-3478
Vocational Building Trades, 1327 Main Street . 752-1292
Vocational Director, Willard Street 752-6112
Tax Collector, City Hall 752-6350
Water Department
  Office, City Hall 752-1677
  (If no answer) 752-3131
  or 752-3134
  Filtration Plant, West Milan Road 752-2143
  Storehouse, Willow Street 752-3011
Welfare Department, City Hall 752-2120

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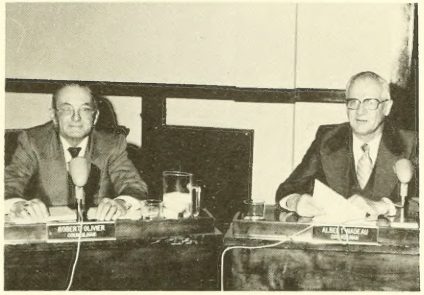
The Mayor and Council

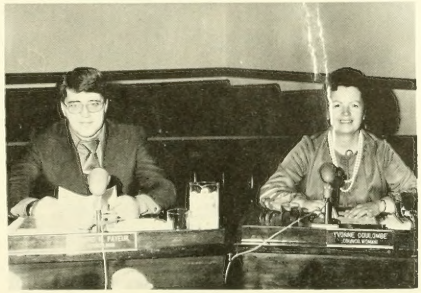
Councilmen Jimmie Poore and Thomas Fortier

Mayor Leo Ouellet



Councilmen Robert Olivier and Albert Nadeau

Councilman Richard Payeur
and
Councilwoman Yvonne Coulombe



Councilmen Albert Theriault and Wilfred Routhier

MUNICIPAL OFFICERS

City Manager ..... Michael Donovan
Finance Director ..... Aline Boucher
City Clerk ..... Olivette M. Dumas
Tax Collector ..... L. Laurier Rousseau
City Attorney ..... James Burns
Police Chief ..... Paul Morin
Fire Chief ..... Norman Lacroix
Civil Defense Director ..... Roma Brisson
Health Officer ..... Robert Delisle
Building Inspector ..... Fernand Villeneuve
Overseer of Public Welfare ..... Maurice A. Belanger
Recreation Director ..... Mitchell Berkowitz
Librarian ..... Inez Hamlin
Supt. of Schools ..... Lawrence Dwyer
Business Administrator, Asst. Supt. of Schools ... John Doherty, Jr.
City Engineer ..... Luc Carriere
Public Works Director ..... Maurice Wheeler
Supt. of Water Works ..... Larry Hodgman-Asst.
Treasurer ..... Robert Aulie
Deputy City Clerk ..... Elaine Ruel
District Court, Justice ..... Wallace Anctil
Clerk ..... Lucien Fortier
Cemetery Trustees . Robert Aulie, Raymond Murphy, Donald Sloane
Library Trustees ..... Roberta Blais, Chrm., Nathalie Savchick, Lorraine Rivard

STANDING COMMITTEES OF THE CITY COUNCIL 1977-1978

ELECTION
Albert Theriault, Chairman
Yvonne Coulombe
Albert Nadeau
Jimmie Poore

FINANCE AND ACCOUNTS AND CLAIMS
Leo Ouellet, Chairman
Albert Nadeau
Wilfred Routhier
Thomas Fortier
Jimmie Poore

INDUSTRIAL PARK AUTHORITY
Leo Ouellet
Robert Olivier, Chairman
Yvonne Coulombe

SAFETY AND TRANSPORT COMMITTEE
Richard Payeur, Chairman
Yvonne Coulombe
Thomas Fortier
Albert Theriault

AIRPORT AUTHORITY
Leo Ouellet, Chairman
Yvonne Coulombe
Robert Olivier
Thomas Fortier
Wilfred Routhier
Richard Payeur

PLANNING BOARD
Jimmie Poore

BUDGET
Chairman, Mayor and Council as a whole

AIRPORT ADVISORY COMMITTEE
Wilfred Routhier
Thomas Fortier
Richard Payeur
Robert Olivier
Leo Ouellet, Chairman

PUBLIC WORKS
Robert Olivier, Chairman
Wilfred Routhier
Yvonne Coulombe
Jimmie Poore

MAYORS OF THE CITY OF BERLIN

Hon. Henry F. Marston 1897-1899
Hon. John B. Noyes 1899-1900
Hon. Frank L. Wilson 1900-1901
Hon. Fred M. Clement 1901-1902
Hon. John B. Gilbert 1902-1905
Hon. George E. Hutchins 1905-1908
Hon. Fremont D. Bartlett 1908-1910
Hon. Daniel J. Daley 1910-1915
Hon. George F. Rich 1915-1919
Hon. Eli J. King 1919-1924
Hon. J. A. Vaillancourt 1924-1926
Hon. Eli J. King 1926-1928
Hon. Edward R. B. McGee 1928-1931
Hon. W. E. Corbin 1931-1932
Hon. O. J. Coulombe 1932-1934
Hon. Daniel J. Feindel 1934-1935
Hon. Arthur J. Bergeron 1935-1938
Hon. Matthew J. Ryan 1938-1939
Hon. Aime Tondreau 1939-1943
Hon. Carl E. Morin 1943-1946
Hon. George A. Bell 1946-1947
Hon. Paul A. Toussaint 1947-1950
Hon. Aime Tondreau 1950-1957
Hon. Guy Fortier 1957-1958
Hon. Laurier A. Lamontagne 1958-1962
Hon. Edward L. Schuette 1962-1965
Hon. Dennis Kilbride 1965-1966
Hon. Norman J. Tremaine 1966-1968
Hon. Earl F. Gage 1968-1970
Hon. Norman J. Tremaine 1970-1972
Hon. Sylvio J. Croteau 1972-1976
Hon. Laurier A. Lamontagne 1976-1978

Hon. Leo G. Ouellet 1978-

CITY MANAGERS OF THE CITY OF BERLIN

Stanley Judkins 1962-1966
Joseph Burke 1970-1973
James C. Smith 1973-1978
Michael Donovan 1978-

CITY MANAGER'S REPORT

I am pleased to submit the fiscal year 1978 annual report of municipal activities and expenditures of the City of Berlin. This report covers the twelve month period beginning July 1, 1977 and ending June 30, 1978. You will find included summaries of the activities of each of the City departments, boards and commissions; and the audit report prepared by the accounting firm of Coopers & Lybrand who are our City Auditors.

The role of the City Manager in Berlin's municipal government is often times misunderstood. It is seen by some as being the City's chief "boss"—the person who reserves to himself the right to give orders to any employee in any department. This is not what a City Manager does. The City Manager within the municipal government organization is a facilitator and coordinator who makes it possible for department heads and other persons with technical expertise to do their jobs and assures that the departments are not moving in conflicting directions. As such, the City Manager is not the person who directs the snow plows or makes plans for new highways, or even prepares the documentation for federal grants. The City Manager is the person who makes the municipal organization work and sees that the organization's efforts are directed towards successfully accomplishing the goals set by the Mayor and Council. Our organization, the municipal government, has had a successful year and although I as an individual may have played a large role, or some role, or a very minor role in any particular project, or program, I am pleased to be able to point out some of the major accomplishments of our municipal organization over the past year.

The Department of Housing and Urban Development through the City's Community Development Department has provided funds which will allow construction to begin on the first significant new subdivisions of land in the City of Berlin in many years. Land along Route 110 on the City's west side, and land near Enman Hill on the City's East Side, will be developed

City Manager James C. Smith

into lots for the construction of new homes. A percentage of these homes will be eligible for low cost mortgages under the Farmers Home Administration's Section 502 Program. Land served with streets, water and sewer is badly needed in the City to provide a place for those who wish to build new homes. Final plans have been reviewed and approved by the Planning Board and construction is expected to get under way on the streets and utilities in the spring of 1979.

The City received a $1.2 million Economic Development Administration Local Public Works Act Grant which enabled it to construct Phase I of the East Side Arterial Highway. This is the section of Hutchins Street which extends from Bean Brook north to the Maynesboro Industrial Park. A new heavy duty 40′ wide highway was constructed in this area. It forms a portion of the East Side link which will allow industrially-oriented traffic to cross the Androscoggin River south of the City to enter Brown Company facilities or continue north to the industrial park without passing over narrow streets or through residential areas.

At the south end of the Phase I East Side Arterial Project, a new bridge was constructed along Bean Brook. This is also a heavy duty 40′ wide span which will become part of the East Side Arterial. The bridge was funded by a combination of U.S. Department of Transportation Urban Systems "D" Funds and Town Road Aid Funds which are contributed by the City and State.

Progress was also made on another important part of the East Side Arterial Highway. Preliminary engineering was completed and a site selected for a new south Androscoggin Bridge. This portion of the East Side Arterial Highway will remove heavy traffic from the downtown area, by eliminating the necessity of crossing the Androscoggin River on the Mason Street Bridge in mid-town.

Funds were also received under the Community Development Program and the Small Cities Program for preliminary engineering and right-of-way acquisition on other portions of the East Side Arterial Highway.

The Department of Housing and Urban Development provided funds recently for the rehabilitation of a major building in Berlin's downtown. HUD made a special allocation of Section 312 low interest loan

Continued on page 6

funds to rehabilitate the Cote Block on Main Street into approximately twenty apartments with elevator service and to improve the first floor commercial space in the building. This work is scheduled to get under way in 1979.

Some work was completed on the Day Care/Head Start consolidation program in 1978. Although the total financing package to complete renovations of the White Mountain Day Care Center's present building and add an addition to house the Head Start Program has not been finalized, dilapidated adjoining structures have been removed and additional play area created. Community Development grant funds were received to fund this project. However, the total cost of the work now appears to be higher than originally expected, necessitating additional financing.

The report of the St. Regis Academy/ Androscoggin Valley Hospital Reuse Committee was submitted to the Mayor and Council and the concept of conversion to housing for the elderly was accepted and approved. The two buildings are planned to be joined into a single complex which will include traditional apartments for the elderly and congregate elderly housing units. A special allocation of HUD Section 8 Rent Subsidy monies was made for the St. Regis Academy portion of the project and a developer selected to begin construction next year.

Despite some contract difficulties early in the past construction season, the City's Waste Treatment System Project seems to be progressing. Anderson-Nichols Company, the project engineers, appointed to new resident engineer, Mr. Duncan Freel, who has extensive experience in heavy construction and pipe laying. Mr. Freel joins the City's own engineer who started in with us in January 1978 in overseeing the waste treatment system project. Excellent progress is being made on the new waste treatment plant and it is expected to be completed by mid-summer 1979. Mr. Joel Goode has been hired to become Superintendent of the City's first waste treatment facility. Three of the five pipe laying contractors are also progressing well and are expected to be completed during 1979. The two remaining pipe laying construction contracts are also progressing and are expected to be completed by early 1980. Five outlying pump stations, necessitated by the City's hilly terrain, are under construction also and it is anticipated that they will be completed in time for the system to go into operation in 1980.

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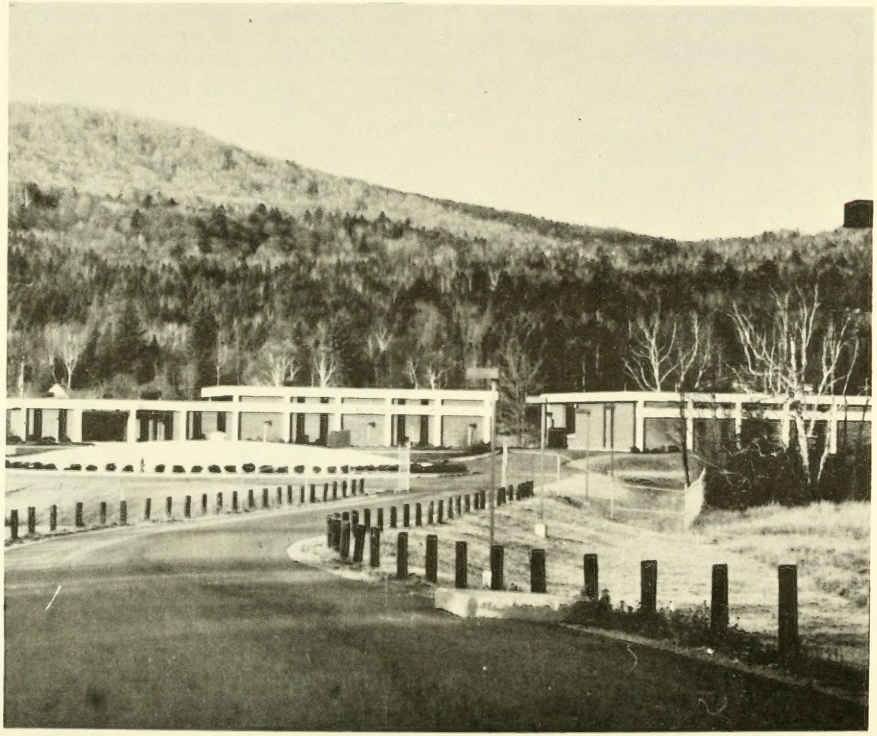


Waste Treatment Plant

Probably the most obvious community improvement during 1978 occured when the Androscoggin Valley Hospital opened its doors recently. Not only will the new hospital have a new location on a beautifully wooded site but it will also be designed around a more efficient floor plan, be safer, have the latest medical equipment, include space for a community mental health clinic, and will undoubtedly attract additional medical practicioners to the area. The City played a role in encouraging the initiation of the construction project, in the site selection, site layout, and also designed, and for the most part, funded the construction of a new hospital access road which is planned to serve not only the hospital itself but to be extended to serve a whole medical complex which is anticipated will develop in the hospital's vicinity. A zoning amendment was passed and special provisions made in the layout of water and sewer utilities to encourage the development. The intersection of the hospital access road and the East Side Arterial Highway also received special design considerations and an allocation of Economic Development Administration Public Works funds with the same intent.

In all, 1978 was an extremely active and highly successful year for Berlin's municipal government. Many of the plans and the programs which had been devised for the past several years began to take shape in physical terms. Almost 10 million dollars of state and federal resources were committed to projects in the City. Half again that amount is already committed to completing the projects which are under way in the year to come. The beginnings of a real attack on the City's long term economic decline are clearly evident. Essential highway and utility improvements are under way. Revitalization of other city facilities and rehabilitation of the City's housing stock are also in progress. A good school system is already in place and must be maintained. A new medical facility is a reality. An industrial park has been constructed. A full time office to work with existing business and industry and attract new business and industry has been funded and is being established. Funding for special incentive programs for business and industry to come to Berlin is in the final stages of negotiation with the U.S. Commerce Department Economic Development Administration. I firmly believe that the many pieces of a successful economic redevelopment program which have been absent or scattered for so long are falling into place.

Unquestionably, time will be required for the process to work. Fifty years of economic decline and growing functional and locational obsolescence are not reversed in half a decade, but we are certain now that it can happen.

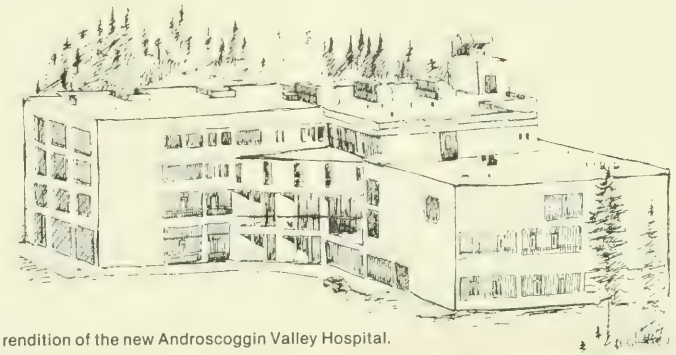
We must be ever vigilant to maintain a unified effort. Past differences and small personal advantages must be sacrificed to the essential goal of general improvement. There are those among us whose fear of change or whose short term advantage in maintaining the status quo may give rise to derisiveness. They must not be allowed to prevail...Be certain that there is no shelter in the past, nor can change be stopped, for it is a certainty. Concern must be focused on directing that change.

This is the last annual report which I will submit as your City Manager. The constancy of change extends to myself also. I hope that those things which we have accomplished together have been satisfactory and in accordance with your expectations when we began five and one half years ago. I thank you for the personal and professional growth which my work here in Berlin has afforded me, for the opportunity which you have provided to meet the many challenges we have addressed, and especially for the warmth and friendship which you have shared with me during the time I have been privileged to serve you.

Sincerely,

James C Smith

James C. Smith
City Manager



Artist's rendition of the new Androscoggin Valley Hospital.

THE MAYOR'S REPORT

Being newly elected as your Mayor, I was in office for only the last three months of the year covered by this Annual Report. Thus, the report of the Mayor will be considerably briefer than usual.

The major accomplishment of the Mayor and Council during the last part of the fiscal year 1978 was to produce a municipal budget that resulted in a tax rate increase of only 2.2 percent, or $1.60 per $1000 of valuation. In fact, if the voters of Berlin had not passed the expanded elderly property tax exemption at the March 1978 election, Berlin's property tax would have decreased in 1978. With inflation alone causing six to ten percent annual increases in the costs of providing basic government services and with our stagnant economy depressing the growth of our tax base, maintaining a stable tax rate was not an easy task. Our success with the 1978 tax rate can be attributed to "guts and luck". The strong stand of Council against budget increases provided us with the "guts; and some unanticipated increases in other revenue sources provided us with the "luck". We will try to repeat the formula in 1979 and, thereby, maintain a stable tax rate.

L to R: Jan Laflamme,Account Clerk II; Aline Boucher, City Comptroller; Joann Gorham, Account Clerk II.

When I ran for the office of Mayor, I developed a platform aimed at a number of goals, including: (1) involving more people in government; (2) establishing harmony on City Council; (3) providing a fair dollar of service for the tax dollar; (4) promoting economic development; and (5) assuring that the City of Berlin, which is a big business, is run like a business. During the remaining months of my term as Mayor, I will continue to work toward these goals.

Mayor Leo Ouellet

I am writing this letter during a time when the community is still recovering from the shock of the sudden resignation of our City Manager, Jim Smith. Since I anticipate that this report will be published and read before a replacement for Jim Smith is hired, I want to assure the general public that I and a significant majority of City Council are committed to the City Manager form of government and to hiring a capable, experienced, professional public administrator to replace him. The day-to-day management of the business of the City of Berlin is a complex, multi-million-dollar operation requiring the constant attention of a professional manager. The people of Berlin can afford no less.

In closing this Annual Report, I wish to coment on the future. Labor-management difficulties and employment reduction at the Converse Company and our controversial, but necessary, sewer project have caused some residents of Berlin to develop a negative attitude about our future. Unfortunately, this negativism has been reinforced by the well-meaning, but pessimistic, recent letter of resignation of our City Manager. As a life-long resident of Berlin, I am more optimistic now about our future than at any time in the recent past. I look to our new Androscoggin Valley Hospital as an example of what we, as a community, have done; and I look to well-laid plans for downtown revitalization, economic development, new roads and bridges and housing development as examples of what can be done in the future. Plans for major modernization investments in equipment at Brown Company, the growth of several small local businesses and the establishment of our Chamber of Commerce bode well for our future economy. Our sesquicentennial year should be a new beginning for Berlin and I have faith in our ability as a community to solve our problems and create a better tomorrow for all of us. Certainly I would not have run for office of Mayor if I believed otherwise.

Leo G. Ouellet
Mayor

Joann Othot, Secretary

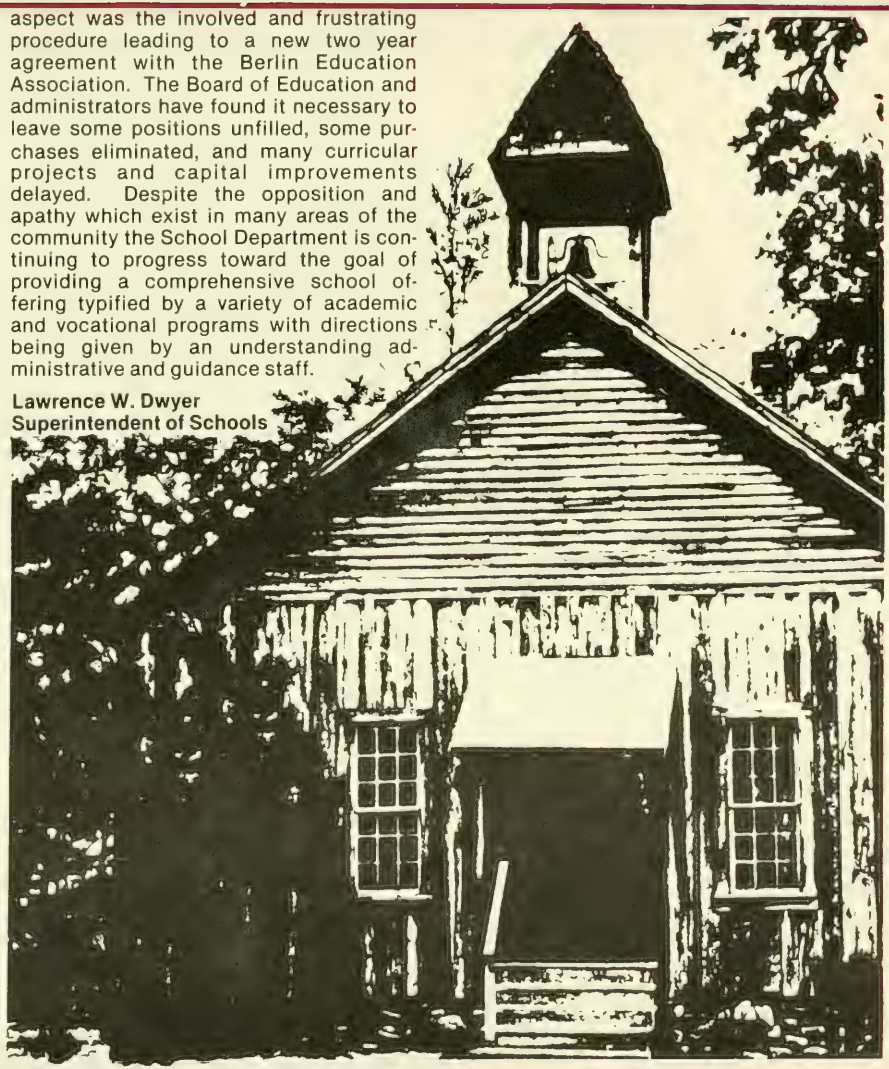
ANNUAL SCHOOL REPORT

The Superintendent of Schools' goals for the year included an extension of the Special Education Program consolidation of the Vocational Education Program, and a constant concern for the improvements in early elementary education, especially in the fields of reading and mathematics.

The Public School Department is proud of its accomplishments over the past year. Berlin Junior High School was designated a comprehensive Junior High School by the New Hampshire Department of Education. The Shared Services and Child Benefit Programs with the Catholic Schools continued their pattern of success, and the Bilingual Program expanded to seven classes in grades one to four. The Berlin School System has pioneered in meeting its new responsibilities in the field of education for the handicapped by instituting new procedures, and encouraging innovative personnel practices and enlightened attitudes in this area.

Less encouraging are the stagnation programs for building improvements and maintenance necessitated by back-to-back school budget cuts. Another consequence of such cuts is the elimination of Home Economics I this year. There is no financial room to develop and staff a developmental reading program so desperately needed in our area. Again, there has been no progress toward meeting state minimum standards this year. Progress then has occurred in the field of education, our major concern. Staff members have been disappointed in the results of the Board of Education's attempts to obtain an educationally adequate budget which might sustain progress which has been developed in the past few years. Another discouraging aspect was the involved and frustrating procedure leading to a new two year agreement with the Berlin Education Association. The Board of Education and administrators have found it necessary to leave some positions unfilled, some purchases eliminated, and many curricular projects and capital improvements delayed. Despite the opposition and apathy which exist in many areas of the community the School Department is continuing to progress toward the goal of providing a comprehensive school offering typified by a variety of academic and vocational programs with directions being given by an understanding administrative and guidance staff.

Lawrence W. Dwyer
Superintendent of Schools

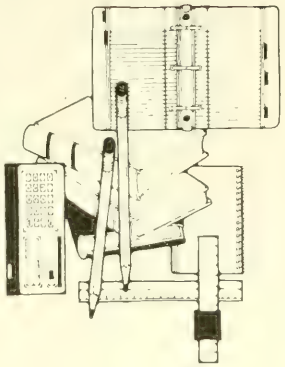


BERLIN SCHOOL CALENDAR
1978 - 1979

No. of School Days	S	M	T	W	T	F	S	
				SEPTEMBER				
19						1	2	
	3	X	5	6	7	8	9	
	10	11	12	13	14	15	16	1st pay pd.
	17	18	19	20	21	22	23	2nd pay pd
	24	25	26	27	28	29	30	
				OCTOBER				
21	1	2	3	4	5	6	7	2 weeks
	8	9	10	11	12	X	14	
	15	16	17	18	19	20	21	2 weeks
	22	23	24	25	26	27	28	
	29	30	31					
				NOVEMBER				
20				1	2	3	4	2 weeks
	5	6	7	8	9	10	11	
	12	13	14	15	16	17	18	2 weeks
	19	20	21	22	23	X	25	
	26	27	28	29	30			
				DECEMBER				
16						1	2	2 weeks
	3	4	5	6	7	8	9	
	10	11	12	13	14	15	16	2 weeks
	17	18	19	20	21	22	23	
	24	X	X	X	X	X	30	2 weeks
	31							
				JANUARY				
21		X	X	3	4	5	6	
	7	8	9	10	11	12	13	2 weeks
	14	15	16	17	18	19	20	
	21	22	23	24	25	26	27	2 weeks
	28	29	30	31				
				FEBRUARY				
15					1	2	3	
	4	5	6	7	8	9	10	2 weeks
	11	12	13	14	15	16	17	
	18	X	X	X	X	X	24	2 weeks
	25	26	27	28				

BOARD OF EDUCATION

Joseph N. Rozek, Chairman
Jeannie Bosa, Secretary
Robert Dumont
Darrill Neal
John Vezina



VACATIONS & HOLIDAYS

Sept. 1	Orientation Day
5	Total Staff Orientation
6	First Day of School
Oct. 13	Teacher's Convention
Nov. 23-24	Thanksgiving Recess
Dec. 25-Jan. 2	Christmas Vacation
Feb. 19-23	Winter Vacation
Apr. 23-27	Spring Vacation
May 30	Memorial Day
June 15	Last Day of School

No. of School Days	S	M	T	W	T	F	S	
				MARCH				
22					1	2	3	
	4	5	6	7	8	9	10	2 weeks
	11	12	13	14	15	16	17	
	18	19	20	21	22	23	24	2 weeks
	25	26	27	28	29	30	31	
				APRIL				
16								
		2	3	4	5	6	7	2 weeks
	8	9	10	11	12	13	14	
	15	16	17	18	19	20	21	2 weeks
	22	X	X	X	X	X	28	
	29	30						
				MAY				
22								
			1	2	3	4	5	2 weeks
	6	7	8	9	10	11	12	
	13	14	15	16	17	18	19	2 weeks
	20	21	22	23	24	25	26	
	27	28	29	X	31			
				JUNE				
11								
						1	2	2 weeks
183	10	11	12	13	14	15	16	2 weeks
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	2 weeks
				JULY				
	1	2	3	4	5	6	7	
	8	9	10	11	12	13	14	2 weeks
	15	16	17	18	19	20	21	
	22	2	24	25	26	27	28	2 weeks
	29	30	31					
				AUGUST				
					1	2	3	4
	5	6	7	8	9	10	11	2 weeks
	12	13	14	15	16	17	18	
	19	20	21	22	23	24	25	2 weels
	26	27	28	29	30	31		
				SEPTEMBER				
							1	
	2	3	4	5	6	7	8	2 weeks

This calendar is subject to change because of emergency situations such as fuel crises and snow days.

FEB. 1979

SUN	MON	TUE	WED	THU	FRI	SAT
				1 • Planning Board Meeting—7 p.m., City Hall	2 • Police Commission Meeting—9:00 a.m., City Hall	3
4	5 • Recreation & Parks Meeting—4:30 p.m., Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall	6 • Board of Education Meeting – 7 00 p m Boardroom	7	8 • Water Commission Meeting—2 p m., City Hall	9 • Police Commission Meeting—9.00 a.m., City Hall	10
11	12 A. Lincoln, 1809	13 • Immunization Clinic—3 p.m., City Hall • Zoning Board Meeting-7 p.m., City Hall • Board of Education—7 p m Boardroom • Housing Authority Meeting—8:00 p.m., 10 Granite St	14 • Industrial Authority Meeting—4 p m., City Hall Valentine's Day	15	16 • Police Commission Meeting – 9 00 a m City Hall	17
18	19 • CITY HALL CLOSED • NO SCHOOL G. Washington, 1732	20 • City Council Meeting—7.05 p m., City Hall • NO SCHOOL • Monday Garbage Collection Today • Board of Education—7 p m Boardroom • Housing Board of Appeals Meeting—7 p m., City Hall	21 • Veteran's Council Representative 8 30 4 00, City Hall • NO SCHOOL	22 • Water Commission Meeting—2 p.m., City Hall • Traditional Washington's Birthday • NO SCHOOL	23 • Police Commission Meeting – 9 00 a m City Hall • NO SCHOOL	24
25	26	27 • Board of Education—7 00 p m Boardroom	28 Ash Wednesday			

JANUARY

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MARCH

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NOTES

MAR. 1979

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
				• Planning Board Meeting—7 p.m., City Hall	• Police Commission Meeting—9:00 a.m. City Hall	
4	5	6	7	8	9	10
	• Recreation & Parks Meeting—4:30 p.m., Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall	• Board of Education Meeting—7:00 p.m. Boardroom		• Water Commission Meeting—2:00 p.m. City Hall	• Police Commission Meeting—9:00 a.m., City Hall	
11	12	13	14	15	16	17
		• Immunization Clinic - 3.00 p.m., City Hall • Zoning Board Meeting-7:00 p.m., City Hall • Housing Authority Meeting—8:00 p.m., 10 Granite St • Board of Education—7 p.m., Boardroom • City ELECTION DAY	• Industrial Authority Meeting—4 p.m., City Hall	• Cripple Children Service Clinic—9 a.m., AV Hospital	• Police Commission Meeting—9 a.m., City Hall	St. Patrick's Day
18	19	20	21	22	23	24
	• City Council Meeting—7:05 p.m., City Hall	• Board of Education—7:00 p.m., Boardroom • Housing Board of Appeals Meeting—7 p.m., City Hall	• Veteran's Council Representative—8:30-4:00, City Hall First Day of Spring	• Water Commission Meeting—2 p.m., City Hall	• Police Commission Meeting—9:00 a.m. City Hall	
25	26	27	28	29	30	31
		• Board of Education—7 p.m., Boardroom			• Police Commission Meeting—9:00 a.m. City Hall	

FEBRUARY

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APRIL

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NOTES

CITY CLERK'S REPORT

Report for the year ending June 30, 1978.

The City Clerk attends all City Council meetings, public hearings, writes the minutes and correspondence, prepares agendas, notices of hearings, and records ordinances and resolutions passed, and all correspondence in connection with the meetings indexed and filed.

Elections also come under the City Clerk, who prepares the ballots, warrants, advertising; delivers and receives the ballots after the election for safe storage. Clerk also accepts voter registration during the course of the year.

The City Clerk also acts as a booking agent for municipal halls which are rented for various affairs.

Summary of City Clerk's activities:

Motor Vehicle permits	10,469
Financing Statements	656
Termination Statements	91
Dog Licenses	621
Taxi Licenses	3

City Clerk Olivette Dumas(L) and Deputy City Clerk Elaine Ruel(R) at work with the Mayor during a council meeting.

Taxi Driver's license	14
Pool Table Licenses	8
Bowling Alley Licenses	2
Junk Dealer's Licenses applications	3
Photographers' licenses	6
Theater license	1
BIRTHS	196
MARRIAGES	148
DEATHS	205

Copies of all vital statistics were forwarded to Concord: such as births, marriages, and deaths. Letters were mailed to all new parents to bring in birth certificates for certification and city seal to be affixed on same.

Deeds issues and recorded for cemetery lots, and orders issued for digging of all graves in city cemeteries.

Monthly labor reports were mailed to Concord.

The City Clerk also acts as an agent for the Fish & Game Department.

Respectfully submitted,
Olivette M. Dumas
City Clerk

BERLIN CIVIL DEFENSE

The local Civil Defense Unit is an organization under the Federal Government's Defense Civil Preparedness Program and receives partial funding for its Personal and Administrative costs. Reports for the 50% reimbursement are complied and sent in on a quarterly basis. Our State Agency is located on Airport Road, Concord, NH, and the director is Mr. George E. McAvoy: Tel. No. 271-2231.

Federal Surplus Property items are still available at low cost to the various units under the Civil Defense program. These items are obtained through the N.H. Distributing Agency in Concord. There is also a program by which municipal units may obtain "Excess Property" which involves heavy equipment stored at the various federal government depots. The local units have obtained some equipment during the year.

According to our present roster, the Berlin Auxiliary Police Unit now number thirteen members including the Chief of Aux. Police, Rollin Ingersoll, Jr., who is also a member of the regular police. The members are kept busy in training meetings, assisting in traffic control and other various duties. This year, some members were able to attend a special police training course held at the Berlin Vo-Tech College with the regular police.

In Berlin, our unit has a 200-bed hospital with all the necessary items for emergencies and disaster purposes. It is labeled a "Packaged Disaster Hospital" and is stored at the Yellow Freight Transportation Co. on the Jericho Road.

When various units request training courses, instructors from the State agency are available as well as materials and films.

Our local director is Mr. Roma E. Brisson. The unit office is located at City Hall and is manned by a part-time clerk Monday and Friday mornings between the hours of 8:30 a.m. to 12:00 noon. The telephone number is 752-5245.

SUN	MON	TUE	WED	THU	FRI	SAT
1 APRIL FOOL'S DAY	2 • Recreation & Parks Meeting—4:30 p.m., Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall • Board of Assessors in Session—7-8 p.m., City Hall	3 • Board of Education—7:00 p.m., Boardroom	4	5 • Planning Board Meeting—7 p.m., City Hall	6 • Police Commission Meeting—9:00 a.m., City Hall	7
8 Palm Sunday	9 • Board of Assessors in Session—7-8 p.m., City Hall	10 • Immunization Clinic—3:00 p.m., City Hall • Zoning Board Meeting-7:00 p.m., City Hall • Housing Authority Meeting—8:00 p.m., 10 Granite St • Board of Education—7 p.m., Boardroom	11 • Industrial Authority Meeting—4 p.m., City Hall	12 • Water Commission Meeting—2 p.m., City Hall Passover, First Day	**13** • Police Commission Meeting—9:00 a.m., City Hall Good Friday	14
15 Easter	16 • City Council Meeting—7:05 p.m., City Hall • Board of Assessors in Session—7-8 p.m., City Hall	17 • Board of Education—7 p.m., Boardroom • Housing Board of Appeals Meeting—7 p.m., City Hall	18 • Veteran's Council Representative 8:30-4:00, City Hall	19 Passover, Eighth Day, Yiskor	20 • Police Commission Meeting—9:00 a.m., City Hall	21
22	23 • Board of Assessors in Session—7-8 p.m. City Hall • NO SCHOOL	24 • Board of Education—7 p.m., Boardroom • NO SCHOOL	25 • NO SCHOOL	26 • Water Commission Meeting—2 p.m., City Hall • NO SCHOOL	27 • Police Commission Meeting—9:00 a.m., City Hall • NO SCHOOL	28
29	30 • CITY HALL CLOSED FAST DAY					

MARCH

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MAY

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APR. 1979

NOTES

POLICE DEPARTMENT REPORT

July 1, 1977 to June 31, 1978

The function of the Police Department is to prevent crime, apprehend those who have committed criminal acts and bring them before the courts. This department is also charged with enforcement of the laws and ordinances of the City, and control of traffic. Some of the departmental activities during the year are listed below.

Complaints investigated	1309
Escort, Banks, Post Office, etc.	409
Auto Accidents, Investigated	603
Railroad Cars Checked	45
Animal Calls	50
Ambulance Calls	871
Doors Found Unlocked—Owner Notified	288
Emergency Blood Run	29
Complaint on Dogs	263
Dogs to Pound	35
Dog Summons	5
Deaths Investigated	5
Fires Reported	2
Messages Delivered	3
Equipment Escorts	62
Assistance Given	20

INVESTIGATION OF CRIMES

Assaults, Aggravated	1
Other Assaults	26
Arson Investigated	2
Burglary—Breaking & Entering	65
Auto Theft	31
Drugs	79
Larceny	186
Malicious Damage	194
Robbery	2
Violation of Motor Laws	967
Drunkeness	7

Front row: Sgt. Philip Faucher; Asst. City Marshal O'Neil Plummer; City Marshal Paul Morin; Asst. City Marshal Joseph Martin; Sgt. Alfred Sinibaldi.

Row 2: Officer David Page; Officer David Lowe; Sgt. Donald Vallis, Sgt. Anthony Migetz.

Row 3: Officer Charles Dodge; Officer Marc Tremblay; Officer Mark Vaillancourt; Officer William Litvin; Lou Fortier, Clerk of Court; Officer Alan Tardif; Nancy Cyr, Secretary.

Driving While Intoxicated	69
Violation of Liquor Laws	2
Disorderly	31
All Others	15
Bad Checks	5
Interfering With Police Officer	2
Criminal Mischief	6
Criminal Threatening	4
Harassment by Phone	1
Indecent Exposure	1
Criminal Trespass	4
Total Traffic Arrests, including summons	941
All Other Arrests Held for Prosecution	242

POLICE COMMISSION

Alfred Legere, Chairman
Jane Bork
Edward Mulroney

MAY 1979

SUN	MON	TUE	WED	THU	FRI	SAT
		1 • Monday Garbage Collection Today • Board of Education—7:00 p.m., Boardroom	2	3 • Planning Board Meeting—7 p.m., City Hall	4 • Police Commission Meeting—9:00 a.m., City Hall	5
6	7 • Recreation & Parks Meeting—4 30 p m , Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall	8 • Board of Education—7 p.m., Boardroom • Immunization Clinic—3 p.m., City Hall • Zoning Board Meeting—7:00 p.m., City Hall • Housing Authority Meeting—8 p.m., 10 Granite St	9 • Industrial Authority Meeting—4:00 p.m., City Hall	10 • Water Commission Meeting—2 p.m., City Hall	11 • Police Commission Meeting—9:00 a.m, City Hall	12
13 Mother's Day	14	15 • Board of Education—7 p.m., Boardroom • Housing Board of Appeals Meeting—7 p.m., City Hall Lag D'Omer	16 • Veteran's Council Representative—8:30-4.00, City Hall	17 • Cripple Children's Service Clinic—9 00 a m A V Hospital	18 • Police Commission Meeting—9:00 a.m., City Hall	19
20	21 • City Council Meeting—7 05 p m , City Hall Victoria Day, Canada	22 • Board of Education—7 p.m., Boardroom	23	24 • Water Commission Meeting—2 p.m., City Hall	25 • Police Commission Meeting—9:00 a.m., City Hall	26
27	28 MEMORIAL DAY	29	30 • CITY HALL CLOSED • NO SCHOOL TRADITIONAL MEMORIAL DAY	31		

APRIL

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JUNE

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NOTES

FIRE DEPARTMENT

The Fire Department is responsible for the protection of persons and property from fire. This includes fire prevention as well as fire fighting. The department is also responsible for the electrical services and needs of all other City Departments including the schools.

The total number of full time personnel is thirty-one. This includes the Chief, four Deputy Chiefs, four Captains, the Electrical Systems Supervisor, one electrician and twenty fire fighters. In addition, there are thirty Call fire fighters.

The Department is housed in two buildings and operates ten vehicles. Four pumpers, one ladder truck, one tank truck, one jeep, one electrical utility truck, one electrical bucket truck and the Chief's car.

Norman Lacroix
Fire Chief

L to R: Pvt. Louie Bartoli; Henry Coulombe; Fire Chief Norman Lacroix; Pvt. Larry Laflamme.

The following is a brief Summary of Fire Department Activities from July 1, 1977 to June 30, 1978

TYPE OF CALLS & RUNS	Dwellings	Cars & Trucks	Clubs & Stores	Mills & Factories	Sheds & Garages	Brush & Dumps	Misc.*	False	Training	Insp.
July	8		1	1		5	14	9	1	29
August	1	6	1	1	2	1	3	7	1	18
September	1	3		1		1	7	8	3	33
October	14	10	1	1	2	4	11	22	4	26
November	14	3		1	1	4	11	6	6	34
December	15	8		1	3	13	5	5	1	37
January	11	1	3	3	1	3	1	6		12
February	9	8	14	1			5	4	1	25
March	15	6	3	3	1		3	2	1	20
April	16	5	2	5		4	4	5	1	27
May	10	4			3	6	12	4	4	31
June	8	4			3	6	2	8	8	36
Totals	122	58	25	18	16	47	78	86	31	328

Grand Total: 809 Calls

*Includes: Rescue, lock outs, assisting other departments, school fire drills.

JUN. 1979

SUN	MON	TUE	WED	THU	FRI	SAT
		MAY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	JULY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		1 • Police Commission Meeting—9 00 a m City Hall Shavouth, First Day	2
3	4 • Recreation & Parks Meeting—4:30 p.m Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall	5 • Board of Education Meeting—7 p.m., Boardroom	6	7 • Planning Board Meeting—7 p.m., City Hall	8 • Police Commission Meeting—9 00 a m City Hall	9
10	11	12 • Board of Education—7 p.m., Boardroom • Immunization Clinic—3 p.m., City Hall • Zoning Board Meeting—7 p.m., City Hall • Housing Authority Meeting—8 p.m., 10 Granite St	13 • Industrial Authority Meeting—4 p.m., City Hall	14 • Water Commission Meeting—2 p.m., City Hall Flag Day	15 • Police Commission Meeting—9:00 a.m., City Hall • Last Day of School	16
17 Father's Day	18 • City Council Meeting—7:05 p.m., City Hall	19 • Board of Education—7 p.m., Boardroom • Housing Board of Appeals Meeting—7 p.m., City Hall	20 • Veterans Council Representative—8:30-4:00, City Hall	21 First Day of Summer	22 • Police Commission Meeting—9:00 a.m City Hall	23
24	25	26 • Board of Education—7 p.m., Boardroom	27	28 • Water Commission Meeting—2 p.m., City Hall	29 • Police Commission Meeting—9 00 a.m., City Hall	30

NOTES

HEALTH DEPARTMENT REPORT

INSPECTION SERVICE OF THIS DEPARTMENT

Zoning
Housing *(Please see respective reports)*

IMMUNIZATIONS GIVEN DURING THE YEAR

Oral Polio	603
D. T. P. injections	432
D. T. injections	137
Measles	92
Measles, Mumps, Rubella	60
Rubella	11
Measles, Rubella	32
Mumps	63
T. B. tests	205
T. B. Mantoux test	18

MEDICAL—CLINICAL SERVICES

Number of office patients	1297
Number of office visits	2038

CLINIC ATTENDANCE RECORD

Immunization clinics	558
Orthopedic Clinics	83
Cardiac Clinics	39
Diabetes Detection	412
Pre-school vision & hearing	110

PUBLIC HEALTH NURSING

Number of home nursing visits	3225
Number of home nursing patients	1256
Number of physical therapy visits	47
Number of school nursing visits	94
Number of school inspections (by nurse)	452
Number of children referred to State Social Agencies	12
Number of adults referred to State Social Agencies, etc.	9
Number of defects found at school	157

SPECIAL SCHOOL TESTING PROGRAMS

Maico hearing tests and retests	405
Ishihara tests (eyes)	149
T. B. Tine test	97

Robert A. Delisle
Health Officer

Board of Health
Edouard M. Danais, M.D.
Katherine D. Walker
Philip Tremblay

Robert Delisle, Health Officer
and
Marguerite Repucci, Secretary

Jeanette Fortier, RN - Public Health Nurse

SUN	MON	TUE	WED	THU	FRI	SAT
1 Dominion Day, Canada	2 • Recreation & Parks Meeting—4:30 p.m., Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall	3 • Board of Education Meeting—7 p.m., Boardroom	**4** • CITY HALL CLOSED Independence Day	5 • Planning Board Meeting—7 p.m., City Hall	6 • Police Commission Meeting—9:00 a.m., City Hall	7
8	9	10 • Board of Education—7 p.m., Boardroom • Zoning Board Meeting 7 p.m., City Hall • Immunization Clinic—3 p.m. City Hall • Housing Authority Meeting—8 p.m., Granite St	11 • Industrial Authority Meeting—4 p.m., City Hall	12 • Water Commission Meeting—2 p.m., City Hall	13 • Police Commission Meeting—9:00 a.m. City Hall	14
15	16 • City Council Meeting—7:05 p.m., City Hall	17 • Board of Education—7 p.m., Boardroom • Housing Board of Appeals Meeting—7 p.m. City Hall	18 • Veteran's Council Representative—8:30-4:00, City Hall	19 • Cripple Children's Service Clinic—9 a.m. A.V. Hospital	20 • Police Commission Meeting—9:00 a.m., City Hall	21
22	23	24 • Board of Education—7 p.m. Boardroom	25	26 • Water Commission Meeting—2 p.m., City Hall	27 • Police Commission Meeting—9:00 a.m., City Hall	28
29	30	31 • Board of Education—7 p.m., Boardroom				

JUNE

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AUGUST

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JUL. 1979

NOTES

BUILDING INSPECTOR'S REPORT

July 1, 1977 to June 30, 1978

No.	Type	Estimated Cost
29	New Homes	$ 934,900
2	Foundation Only	6,000
0	Office trailers	—
33	Garages & Carports	83,792
147	Residential Alterations	509,749
36	Residential Additions	96,240
26	Res. Demolitions & Rebuild	46,475
6	Commercial Building	86,550
8	Commercial Additions	6,232,499
8	Com. Alterations	100,000
3	Com. Demolitions	2,600
2	Industrial Building	75,000
0	Industrial Alterations	—
1	*Industrial Additions	—
0	Industrial Demolitions	—
2	Swimming Pools	10,500
15	Signs	11,319
55	Sidings	237,949
47	Plumbing	—
214	Electrical	975,430
14	Use Permits	—
648		$9,409,003

*This report excludes estimated cost of the construction project of Brown Company for this period.

PERMITS ISSUED

July 1, 1977 to June 30, 1978

July	80 permits	$ 424,379
August	77 permits	217,232
September	70 permits	6,468,031
October	56 permits	247,213
November	30 permits	46,569
December	18 permits	43,825
January, '78	25 permits	101,950
February	23 permits	815,306
March	51 permits	224,674
April	55 permits	208,316
May	103 permits	311,140
June	60 permits	300,368
	648 permits	$9,409,003

Fernand Villeneuve
Building Inspector

Fernand Villeneuve, Building Inspector

ZONING BOARD REPORT

Public Hearings Held	8
Appeals filed	20
Variances granted	16
Variances denied	2
Special Meetings	2
Special Exception	1
Appeal postponed	1

Zoning Board Members
Ernest Guay, Chairman
Richard Sirois, Secretary
Richard Poulin, Vice-Chairman
George Pelchat
John Scarinza

HOUSING INSPECTOR'S REPORT

July 1, 1977 to June 30, 1978

Structures inspected	396
Units inspected	673
Violations found	64
Violations corrected	49
Violations found and corrected '76-77	15
Structures comdemned (Cambridge St.)	1
Units condemned	3
Structures demolished (Bouchard-Caron)	3
Condemnations released	3
Inspections upon complaint	22
Progress inspections	89
Rooming house permits	12
No. of rooming house units	114
Student housing	15

This report includes inspections conducted for the Berlin Housing Authority under the Section 8 Program and inspections for the Community Development Department in regards to home improvement and the upgrading of neighborhoods within defined areas in the City.

Roger R. Thibault
Housing Inspector

AUG. 1979

JULY

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SUN	MON	TUE	WED	THU	FRI	SAT
			1	2 • Planning Board Meeting—7 p.m., City Hall Tisha B'Uv	3 • Police Commission Meeting—9:00 a.m., City Hall	4
5	6 • Recreation & Parks Meeting—4:30 p.m., Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall	7 • Board of Education Meeting—7 p.m., Boardroom	8 • Industrial Authority Meeting—2 p.m., City Hall	9 • Water Commission Meeting—9 00 a m , City Hall	10 • Police Commission Meeting—9:00 a.m., City Hall	11
12	13	14 • Board of Education—7:00 p.m., Boardroom • Immunization Clinic—3:00 p.m., City Hall • Zoning Board Meeting—7:00 p.m., City Hall • Housing Authority Meeting—8:00 p.m., 10 Granite St	15 • Veteran's Council Representative—8:30-4:00, City Hall	16	17 • Police Commission Meeting—9:00 a.m., City Hall	18
19	20 • City Council Meeting—7:05 p.m., City Hall	21 • Housing Board of Appeals Meeting—7:00 p.m., City Hall • Board of Education—7:00 p.m., Boardroom	22	23 • Water Commission Meeting—2:00 p.m., City Hall	24 • Police Commission Meeting—9:00 a.m., City Hall	25
26	27	28 • Board of Education—7:00 p.m., Boardroom	29	30	31 • Police Commission Meeting—9:00 a.m., City Hall	

SEPTEMBER

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NOTES

PUBLIC WORKS DEPARTMENT REPORT

New sewers were installed on the following streets:

Bemis St., 345'; Enman Hill, 355'; Third Ave., 321'; Wood St., 200'; Charron Ave., 450'.

Manholes: New-18, Rebuilt-3, Repaired-6.
Catch Basins: New-5, Rebuilt-34, Repaired-35.

This year, the City purchased 1,982.48 tons of Hot Top, and 231.82 Tons Cold Patch.

The City used 3,800 Tons of road salt.

A new retaining wall was installed on Sweden Street.

Garbage removal was carried out as usual with the number of pickup days being increased from four to five.

The spring and fall Clean Up Weeks were carried out again this year with 119 loads of trash taken to the City dump.

The three City cemeteries were cared for by the Department.

A number of repairs were made to Public Buildings.

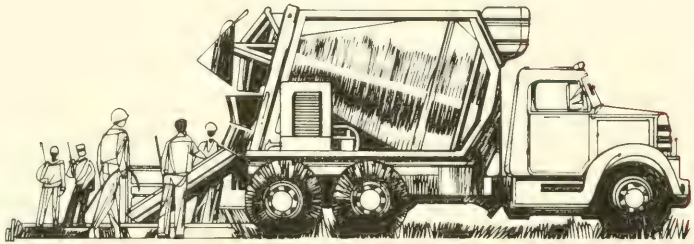
Equipment purchased this year:

1 Four wheel drive International with Plow and Wing
2 Pickups
1 Ditch Compactor
1 30 Yard Garbage Truck

A number of streets were oil-sealed and covered with 3/8″ stone chips.

Maurice J. Wheeler
Director of Public Works

Maurice J. Wheeler, Director of Public Works



SEP. 1979

AUGUST

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OCTOBER

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28	29	30	31			

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3 • CITY HALL CLOSED Labor Day	4 • Board of Education—7:00 p.m., Boardroom • City Council Meeting—7:05 p.m., City Hall • Monday Garbage Collection Today	5 • First Day of School	6 • Planning Board Meeting—7 p.m., City Hall	7 • Police Commission Meeting—9:00 a.m., City Hall	8
9	10 • Recreation and Parks Meeting—4:30 p.m., Rec. & Parks Office	11 • Board of Education—7:00 p.m., Boardroom • Immunization Clinic—3 p.m., City Hall • Zoning Board Meeting—7:00 p.m., City Hall • Housing Authority Meeting—8:00 p.m., 10 Granite St	12 • Industrial Authority Meeting—4:00 p.m., City Hall	13 • Water Commission Meeting—2:00 p.m., City Hall	14 • Police Commission Meeting—9 00 a m , City Hall	15
16	17 • City Council Meeting—7:05 p.m., City Hall	18 • Board of Education—7:00 p.m., Boardroom • Housing Board of Appeals Meeting—7:00 p.m., City Hall	19 • Veteran's Council Representative—8 30-4:00, City Hall	20 • Cripple Children Service Clinic—9 00 a m , A.V. Hospital	21 • Police Commission Meeting—9 00 a.m., City Hall	22 Rosh Hashanah, First Day
23 First Day of Fall	24	25 • Board of Education—7:00 p.m., Boardroom	26	27 • Water Commission Meeting—2:00 p.m., City Hall	28 • Police Commission Meeting—9 00 a m , City Hall	29
30						

NOTES

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department, which was established in 1975, has developed a number of programs and projects in transportation, downtown revitalization, housing, economic development and neighborhood improvement. Accomplishments of the past year in these areas are summarized below.

The planned rehabilitation of the Cote Block will be accomplished with a $350,000 low interest loan to the property owner obtained through Community Development Department efforts.

Transportation

Construction began on the first phase of the **East Side Arterial** under a $1.2 million construction contract funded by the federal Economic Development Administration (EDA). The first phase consisted of rebuilding and widening Hutchins Street and East Milan Raod for a 1.5-mile distance north of Bean Brook. As a concurrent project, the New Hampshire Department of Public Works and Highways replaced the small bridge over Bean Brook. These completed projects provide the new Maynesboro Industrial Park with superior access and also improve access to the **Twelfth Street Bridge** and the new **Androscoggin Valley Hospital.**

Eventually, the planned East Side Arterial will connect a proposed new bridge south of Berlin's downtown with the Twelfth Street Bridge through the establishement of one arterial-level roadway on Berlin's East Side. Smoother north-south traffic flow, better truck access to the Brown Company, the separation of truck traffic from East Side neighborhoods and reduced traffic congestion in the downtown will result from the completed project. During the past year, the CD Department completed the preliminary engineering for the subsequent phases of the **East Side Arterial** as well as for the **proposed new south bridge** across the Androscoggin River.

Other transportation-related projects involving the CD Department in the past year included the completion of the **Airport Master Plan** and the organization of a concerted local lobbying effort for state highway improvements to **Route 115.** The latter effort proved quite successful and survey work for the eventual rebuilding of Route 115 is now underway.

Downtown Revitalization

In the spring, the CD Department organized the **Downtown Revitalization Committee.** The committee, which is composed of Planning Board members and representatives of the downtown business community, will complete plans for the physical and economic revitalization of Berlin's downtown by the end of 1978. It is hoped that substantial amounts of federal funds can be obtained for implementing the many improvements recommended by the study.

A major achievement of the past year for the downtown was HUD's choice of the **Cote Block** to participate in its new **Section 312 Multi-Family Demonstration Program.** The program will provide the property owner of the Cote Block with a long-term, three-percent loan of up to $350,000 for complete rehabilitation of the building, which is the largest downtown block in Berlin. All of the staff work for the loan application was done by CD staff and only eight projects were chosen across the nation. Four other downtown blocks also received smaller amounts of Section 312 rehabilitation loan assistance in 1978.

SUN	MON	TUE	WED	THU	FRI	SAT
SEPTEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 30 24 25 26 27 28 29	1 • Recreation and Parks Meeting—4:30 p.m., Rec & Parks Office • City Council Meeting—7:05 p.m., City Hall Yom Kippur, Yiskor	2 • Board of Education Meeting—7:00 p.m., Boardroom	3	4 • Planning Board Meeting—7 p.m., City Hall	5 • Police Commission Meeting—9 00 a m , City Hall	6 Succoth, First Day
7	8 • CITY HALL CLOSED Columbus Day Thanksgiving Day, Canada	9 • Board of Education—7:00 p.m., Boardroom • Immunization Clinic—3:00 p.m., City Hall • Zoning Board Meeting—7:00 p.m., City Hall • Housing Authority Meeting—8:00 p.m., 10 Granite St • Monday Garbage Collected Today	10 • Industrial Authority Meeting—4:00 p.m., City Hall	11 • Water Commission Meeting—2:00 p.m., City Hall	12 • Police Commission Meeting—9:00 a.m., City Hall Traditional Columbus Day	13
14	15 • City Council Meeting—7:05 p.m., City Hall	16 • Board of Education—7:00 p.m., Boardroom • Housing Board of Appeals Meeting—7:00 p.m., City Hall	17 • Veteran's Council Representative—8 30-4 00, City Hall	18	19 • Police Commission Meeting—9:00 a.m., City Hall	20
21	22	23 • Board of Education—7:00 p.m., Boardroom	24	25 • Water Commission Meeting—2 00 p m , City Hall	26 • Police Commission Meeting—9.00 a.m., City Hall	27
28	29	30 • Board of Education—7.00 p.m., Boardroom	31 Halloween	NOVEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	**OCT. 1979**	

NOTES

Housing

1978 saw Berlin's highly popular and innovative **interest rate subsidy program for home improvements** come to an end. The program helped property owners improve their residential properties by making interest rate subsidy payments on home improvement loans. One hundred eighty-five property owners in Berlin's older neighborhoods participated in the program; and during its four years of operation, over $900,000 in home improvements were accomplished.

Significant steps toward helping meet Berlin's elderly housing needs occurred with HUD approval of 40 units of subsidized elderly apartments for **St. Regis Academy** and the selection of a developer for the conversion project. The CD Department and the **AVH-St Regis Academy Reuse Committee** devoted much time to this effort, which will provide new, modern elderly housing and expand the tax base. Occupancy of St. Regis Academy should occur in 1979. The next goal of the committee is to accomplish the conversion of the adjacent former AVH to elderly housing.

A significant amount of housing assistance was provided to residents of Berlin from September 1977 to August 1978, by the **Berlin Housing Assistance Center,** a CETA-sponsored effort of the CD program. During its existence, the Center, which employed eight persons, provided housing-related assistance to over 800 persons. Services provided included technical advice on rehabilitation and energy conservation, assistance with federal housing programs, counseling and staff assistance to the CD Department. Additionally, a number of important housing needs surveys were completed by the Center's staff.

Economic Development

In March, 1978, the **Berlin Economic Development Office** was organized and staffed with funding from EDA Title IX. The office is responsible for bringing new industry to Berlin and for helping our existing industry expand. As part of the EDA Title IX program, the CD Department completed the **Berlin Economic Adjustment and Revitalization Strategy** for submittal to EDA. This planning document recommends a program of 24 projects related to economic development for accomplishment in the next three years. Most of the $14 million required for the projects would come from various state and federal sources.

Members of the AVH - St. Regis Academy Reuse Committee meet with the HUD-selected developer to discuss the project. The Community Development Department works closely with resident-based committees to develop projects which will exemplify local concerns.

Neighborhood Improvement

The CD Department has continued its attempts to develop programs aimed at improving all of Berlin's neighborhoods. A $1.2 million three-year program of housing, street, sidewalk and playground improvements for the **East Side** was prepared and submitted to HUD for funding approval. Approval was recently received and the program of improvements will begin in 1979. Additionally, the Department is working with two Berlin land owners to assist them in developing small **subdivisions of FmHA 502 single-family housing.**

The Future

In the future, the CD Department will continue to develop and implement projects aimed at long range goals of improving the tax base, creating more jobs and making a better community for all of Berlin's residents to live, work, and play in. Berlin's fiscal situation requires that such projects be primarily federally funded; therefore, Berlin's CD program must be oriented toward projects at the above goals but also for which federal funding is available.

NOV. 1979

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
				• Planning Board Meeting—7 p.m., City Hall	• Police Commission Meeting—9:00 a.m., City Hall	
4	5	6	7	8	9	10
	• Recreation and Parks Meeting—4:30 p.m., Rec & Parks Office • City Council Meeting—7:05 p.m., City Hall • Board of Assessors in Session—7-8 p.m., City Hall	• Board of Education—7:00 p.m., Boardroom Election Day		• Water Commission Meeting—2:00 p.m., City Hall	• Police Commission Meeting—9:00 a.m., City Hall	
11	12	13	14	15	16	17
• TRADITIONAL VETERAN'S DAY • REMEMBRANCE DAY-Canada	• VETERAN'S DAY • CITY HALL CLOSED	• Board of Education—7:00 p.m., Boardroom • Immunization Clinic—3:00 p.m., City Hall • Zoning Board Meeting—7:00 p.m., City Hall • Housing Authority Meeting—8:00 p.m., 10 Granite St	• Industrial Authority Meeting—4:00 p.m., City Hall	• Cripple Children Service Clinic—9:00 a.m., A.V. Hospital	• Police Commission Meeting—9:00 a.m., City Hall	
18	19	20	21	22	23	24
	• City Council Meeting—7:05 p.m., City Hall • Board of Assessors in Session—7-8 p.m., City Hall	• Board of Education—7:00 p.m., Boardroom • Housing Board of Appeals Meeting—7:00 p.m. City Hall	• Veteran's Council Representative—8:30-4:00, City Hall	• THANKSGIVING DAY • CITY HALL CLOSED • NO SCHOOL Thanksgiving Day	• CITY HALL CLOSED • NO SCHOOL • Thursday Garbage Collection Today	
25	26	27	28	29	30	
	• Board of Assessors in Session—7-8 p.m., City Hall	• Board of Education—7:00 p.m., Boardroom			• Police Commission Meeting—9:00 a.m., City Hall	

OCTOBER

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28	29	30	31			

DECEMBER

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23 30	24 31	25	26	27	28	29

NOTES

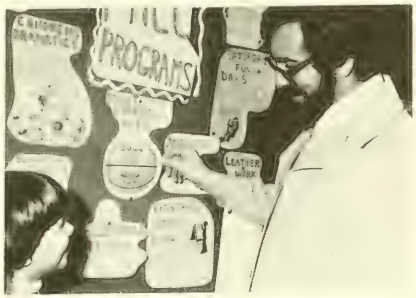
RECREATION & PARKS DEPARTMENT

The change in the fiscal year brings new challenges and renewed commitments for the Recreation & Parks Department and its personnel for 1977-78. Providing a variety of programs for the community, while developing and maintaining recreational facilities has always been the priority. However, during this year a new aspect of service received our attention. Its name, Leisure Education, meant that we wanted to begin working with citizens to assist in their understanding of free time and the constraints each person must deal with to continue enjoying wholesome recreation. The utilization of the Comprehensive Employment Training Act, or C.E.T.A., personnel allowed us to prepare for and provide this additional service to the public. Much of our efforts impacted students in the Brown School and in the Recreation Center. Youths were so receptive to the leisure education programs that we will continue this effort during the next school year.

Other aspects of leisure included the implementation of activities for life long enjoyment. With cooperation from the School Department the Jogging Program started and will continue each year. Each evening over fifty (50) persons participated in jogging exercises and in the recording of their pulse and blood pressure. Other new activities included the Cross Country Skiing Program, leather craft classes, woodworking and Saturday Fun Days for Berlin Youth.

The Department continued to work with many other community clubs, organizations and agencies to assist in coordination of programs and resources. We will increase this effort and diligently attempt to form a committee to bring about community wide coordination of future programs and activities.

The summer months are always special and Berlin residents continued their support of recreation programs. The Twelfth Street ski area lodge and Memorial Field became two new summer program sites. At Jericho Lake Park the campgrounds were utilized by 94 campers, while some 6,300 people visited the park during the summer days. Further development of the park is linked closely with our own local economy, and expanded regional utilization.



Recreation & Parks Director Mitchell Berkowitz

The fall, winter, and spring programming efforts resulted in the issuance of special seasonal brochures carefully illustrating the programs available and registration information. Attendance increases were due, in part, to the availability of programs. Programs during the winter months continued, and the first covered sports banquet was held for the city league Youth Hockey players. Parents volunteered their time to make this event very enjoyable for each player.

Special championships were achieved by both the girls and the boys Kiddy Basketball teams, as they completed one of the best local seasons ever. Many youth enjoyed this program through direct participation, or as spectators.

A disappointment to all of us was the ski area motor breakdown. Repairs were long and it became apparent that a new electric drive system might be the best investment for the future. In the meantime, the gas engine will still be operated for skiers.

Spring programs included the Plant and Garden Fair, many indoor and outdoor activities, and the starting of the Berlin Community Gardeners. The CETA Landscape and Beautification personnel took time from their work to get all the gardens cleaned and marked for spring planting.

Park maintenance and CETA personnel continued maintenance and improvements to many of the parks areas for the continued enjoyment of Berlin Citizens.

The Recreation & Parks Department will continue to work towards the betterment of all Recreation & Parks functions in the City of Berlin. The commissioners support this policy and, as always, welcome citizens' comments.

Recreation & Parks Commissioners
Gus Rooney
Dede Aube
Richard Morin
Richard Huot
Art Morrissette

Mitchell A. Berkowitz
Director

DEC. 1979

NOVEMBER

S	M	T	W	T	F	S
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4	5	6	7	8	9	10
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18	19	20	21	22	23	24
25	26	27	28	29	30	

JANUARY

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3 • Recreation and Parks Meeting—4:30 p.m., Rec. & Parks Office • City Council Meeting—7:05 p.m., City Hall	4 • Board of Education Meeting—7:00 p.m., Boardroom	5	6 • Planning Board Meeting—7:00 p.m. City Hall	7 • Police Commission Meeting—9:00 a.m., City Hall	8
9	10	11 • Board of Education—7:00 p.m., Boardroom • Immunization Clinic—3:00 p.m., City Hall • Zoning Board Meeting—7:00 p.m., City Hall • Housing Authority Meeting—8:00 p.m., 10 Granite St	12 • Industrial Authority Meeting—4:00 p.m., City Hall	13 • Water Commission Meeting—2:00 p.m., City Hall	14 • Police Commission Meeting—9:00 a.m., City Hall	15 Chanukah, First Day
16	17 • City Council Meeting—7:05 p.m., City Hall	18 • Board of Education—7:00 p.m., Boardroom • Housing Board of Appeals Meeting—7:00 p.m., City Hall	19 • Veteran's Council Representative—8:30-4:00, City Hall	20	21 • Police Commission Meeting—9:00 a.m., City Hall	22 First Day of Winter
23	24 • NO SCHOOL	25 • CHRISTMAS DAY • CITY HALL CLOSED • NO SCHOOL	26 • NO SCHOOL	27 • Water Commission Meeting—2:00 p.m., City Hall • NO SCHOOL	28 • Police Commission Meeting—9:00 a.m., City Hall • NO SCHOOL	29
30	31					

NOTES

BERLIN HOUSING AUTHORITY

At year's end, the number of units in the Authority's assisted housing programs totalled 179. Of these, 55 were traditional public housing units (units owned and maintained by the Authority) and 124 were Section 8 units (units owned and maintained by private persons and occupied by lower-income households whose rent is partially paid by the Authority). All 55 public units are for the low-income elderly while 72 of the 124 Section 8 units are designated for occupancy by lower-income, non-elderly families. The remaining 52 section 8 units are set aside for the lower-income elderly.

Turnover in both assisted housing programs is low, particularly among elderly households. In 1977, for example, there was a change in occupancy in only eight of the 107 assisted units available to the elderly. As of December 31, however, there were over 200 households waiting for one of these 107 units. Low turnover, many applicants, and an unchanging supply of assisted housing units add up to regretably long waits for the community's older persons who are seeking help to meet their housing needs.

The Authority's only opportunity in 1977 to add to Berlin's supply of assisted housing units was lost in June when the City withheld final approval of the resolution needed by the Authority to obtain a federal grant to build more traditional low-rent public housing for the elderly, housing which would have been similar to that which has been in place on High and Church Streets and in the urban renewal area since 1971/1972.

Section 8 Program Notes

- The average housing assistance payment made to private owners on behalf of lower-income elderly and non-elderly households participating in the program is approximately $94.00 per month. (A housing assistance payment represents the difference between the gross rent charged for a dwelling unit and the portion of said rental that the family is obliged to pay.)

- Two out of three households assisted under the Authority's Section 8 program have been determined to be very low-income, i.e., their incomes when entering the program were not more than fifty percent of the area's median income, with adjustments for smaller or larger families.

- The Berlin Housing Authority currently is making housing assistance payments to Berlin landlords at an annual rate of some $140,000.

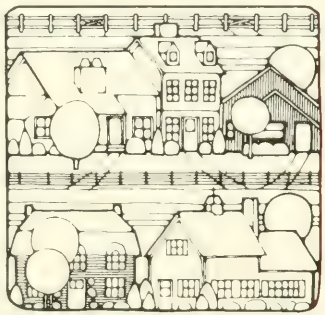
- Of 139 dwelling units inspected by the Health Department in 1977, nine were found to be deficient, i.e., they did not meet the Section 8 program's housing quality standards and/or the City's housing code requirements. Six of the nine units determined to be deficient were brought into compliance and placed under a housing assistance payments contract.

Urban Renewal

With the December, 1977 sale of parcel C-2 to the Berlin Cooperative Bank, the only urban renewal parcels remaining to be disposed of are R-3, P-2, and S-2. P-2 and S-2 are designated for public uses (off-street parking and New Granite Street, respectively), while R-3 is marked for residential development.

Approximately three-quarters of an acre in size, R-3 is located in the upper York Street area adjacent to the recently installed Dead River Park. It is within easy walking distance of the heart of downtown. Ventess, Inc. of Burlington, Vermont is keenly interested in purchasing and redeveloping R-3 with apartment housing for the elderly. Gaston A. Tessier, president of the Ventess Corporation, has personally presented his development plans to both the Berlin Planning Board and the Zoning Board of Adjustment and in April was granted the variances needed to develop R-3.

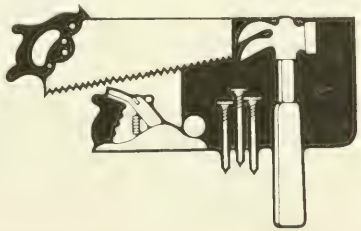
Mr. Tessier's plans call for the construction of a 24-unit, two and three story apartment building oriented to the Dead River Park. The proposed L-shaped structure contains an elevator and is designed so that all but two of the 24 Riverside South Apartments have a southerly or southwesterly exposure. The apartment building's main entrance would be from New Granite Street. The Riverside South Apartments would be privately owned and add substantially to the City's real estate tax base.



COLE STREET PROJECT BALANCE SHEET
(as of December 31, 1977)

ASSETS			
CASH			
Cash in Bank			$ 11,142
ACCOUNTS RECEIVABLE			0
INVESTMENTS HELD			0
PROJECT COSTS			
Item 1 Costs	$2,330,832		
Less Value of Land Sold	232,850		
Net Project Costs (Item 1 Costs)		$2,097,982	
Noncash Local Grants-in-Aid (Item 2 Costs)		124,464	
Total Project Costs			2,222,446
RELOCATION PAYMENTS			152,030
TOTAL ASSETS			$2,385,618
LIABILITIES AND CAPITAL			
LIABILITIES			
ACCOUNTS DUE		$ 1,293	
NOTES PAYABLE		0	
ACCRUED INTEREST PAYABLE		0	
TOTAL LIABILITIES			$ 1,293
CAPITAL			
LOCAL GRANTS-IN-AID			
Cash (includes real estate tax credits of $38,080)	$ 135,831		
Non Cash			
land donations	30,700		
police station credit	6,337		
parking areas P-1/P-3	*87,427	260,295	
FEDERAL CAPITAL GRANTS			
Project Capital Grant	1,972,000		
Relocation Grant	152,030	2,124,030	
TOTAL CAPITAL			$2,384,325
TOTAL LIABILITIES AND CAPITAL			$2,385,618

*not yet submitted to HUD for approval.



PUBLIC HOUSING/SECTION 8
BALANCE SHEET
(As of December 31, 1977)

ASSETS		
CASH		
General Fund	$ 17,408	
Petty Cash	100	$ 17,508
ADVANCES—REVOLVING FUND		318
INVESTMENTS		
General Fund		24,246
Security Deposits Fund		3,114
DEBT AMORTIZATION FUNDS		
HUD Annual Contribution Receivable		55,820
DEFERRED CHARGES		
Prepaid Insurance		2,465
LAND, STRUCTURES & EQUIPMENT		1,288,808
TOTAL ASSETS		$1,392,279
LIABILITIES & CAPITAL		
LIABILITIES		
Accounts Payable		3,114
Notes Payable		1,112,000
Accrued Interest Payable		28,888
Payments in Lieu of Taxes		963
TOTAL LIABILITIES		$1,144,965
CAPITAL		
Operating Reserve	40,961	
Cumulative HUD Annual Contributions (net)	206,353	
TOTAL CAPITAL		247,314
TOTAL LIABILITIES AND CAPITAL		$1,392,279

WELFARE DEPARTMENT REPORT

The figures represented are based on the activities within the fiscal year of July 1, 1977 to June 30, 1978.

Direct Assistance	110 cases involving 263 people. This included 76 families and 34 single individuals.
Aid Furnished to Veterans and their Families	32 cases involving 88 people. This included 24 families and 8 single individuals.
Board and Care	2 persons
Old Age Assistance	51 people
Aid to Permanently and Totally Disabled	74 people
Intermediate Nursing Care	57 people
Transferred to the County	10 cases, involving 17 people, 4 families and 6 single individuals.

Maurice A. Belanger, Overseer of Public Welfare and Annette Langevin, Clerk.

This Department assisted a total of 336 cases involving 552 people. A total of 902 orders were issued.

The State of New Hampshire welfare laws mandate that we assist eligible applicants with either financial support, counseling and referral to agencies for acquisition of appropriate help.

Maurice A. Belanger
Overseer of Public Welfare

WATER COMMISSION REPORT

For the first time in Berlin's history, water is on a metered rate. The conversion from flat rate to metered rate took many months of work with a conversion from hand billing to computerized billing. We are pleased to report that the metering and the computerized billings are operating efficiently.

The total water consumption for 1978 as measured through our main line meters was 1,488,619,700 gallons, an increase of 85,120,100 over 1977. This increase is primarily the result of 107 freeze ups, the flushing of hydrants, and the necessity of consumers to run their water to clear the system because of major breaks caused by construction companies in the installation of new sewer lines.

On the recommendation of the Environmental Protection Agency and the New Hampshire Water Supply and Pollution Control Commission, we are continuing to super chlorinate the water. In 1978, we used 107,385 gallons of sodium hypochloride and 14,150 pounds of sodium flouride. This should insure protection from any further outbreaks of giardia.

On August 3, 1978, the official dedication and open house of the new Berlin Water Supply Treatment Plant was held. The new plant was dedicated to Ernest E. Tankard, who served as Superintendent of the Berlin Water Department over a 57-year period.

The Board of Water Commissioners engaged Dufresne-Henry Engineering Corporation to conduct a comprehensive study of Berlin's water distribution system. We have received their report and are presently reviewing their recommendations.

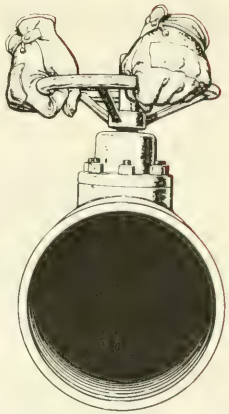
In closing I wish to thank our Board of Water Commissioners, all city departmenments, and Water Works employees for their support in performing the many tasks necessary for the proper operation of such a vital service.

Respectfully submitted,

Larry Hodgman
Assistant Superintendent

WATER COMMISSION

Robert Gagliuso, Chairman
Eli Isaacson, Clerk
Romeo Theriault
John Morton



BERLIN PUBLIC LIBRARY

July 1, 1977- June 30, 1978

Yvonne Thomas and Louise Birt at work at the checkout desk.

Activities during the year included:

Summer Reading Program: One hundred and one registered and 37 completed the program. A party was held on August 26th for persons who completed the program. Bars, cookies, munchies, and punch were served by the Library Staff A game and gift certificate from McDonald's were given to everyone

Book Week: Thirty classes visited the library during the weeks of 10/24/77 to 11/4/77

Art Months: There were 184 persons registered for Art Months March and April Eighty-four persons submitted entries, which included mobiles, posters, bookmarks, puppets, etc. Twenty-two winners were chosen and each received a pen and a gift certificate from McDonald's.

Story Hour: Held every Thursday morning during July and August

National Library Week: Held in April. (Fine forgiveness week.)

Board of Trustees:
Roberta Blais, Chr.
Nathalie Savchick
Lorraine Rivard

Inez Hamlin, Librarian
City of Berlin

CIRCULATION

	Adult	Juvenile	Total
Fiction	21,673	10,784	32,457
Philosophy	547	118	665
Religion	290	137	427
Social Science	999	712	1,711
Philology	72	67	139
Natural Science	418	1,530	1,948
Useful Arts	1,873	1,213	3,086
Fine Arts	1,612	1,277	2,889
Literature	961	364	1,325
French	160		160
History	649	455	1,104
Travel	533	196	729
Biography	1,013	486	1,499
General	270	374	644
Periodicals	4,262	170	4,432
Records and Tapes	393		393
	35,725	17,883	53,608

LIBRARY RESOURCES

Number of volumes at beginning of year	20,759	10,497	31,256
Number of volumes added during year	931	564	1,495
TOTAL	21,690	11,061	32,751
Number of volumes discarded or lost during year	433	167	600
Total number of volumes at end of year	21,257	10,894	32,151
Number of recordings owned by library	310	45	355
Number of reels of microfilm	141		141
Number of cassetts	153	62	215
Number of magazines	120	12	132
Number of newspapers received	17		17
Number of books borrowed from State Bookmobile	7	1	8
Number of books borrwoed directly from State Library	268		268
Number of books loaned directly to other public libraries	18		18

ACQUISITIONS AND REGISTRATION, ETC.

Foreign books circulated	93	67	160
Gifts (hardcover)	70	9	79
Gifts (paperback)	669		669
Gifts (paperback) discarded	442		442
Replacements out of total purchased	39	84	123
Books lost	35	27	62
Books mended	187	89	276
Reference questions	129		129
Records borrowed from State Library	0	0	0
Film borrowed from State Library	53		53
Withdrawn non-active cards	443	90	533
Transfers from Juvenile to Adult Dept.		153	153
Out of Town registrations (deposit required)	10		10
Statewide borrower's cards issued	6		6
New registrations	298	215	513
Number of borrower's cards in library	7,951	3,414	11,365

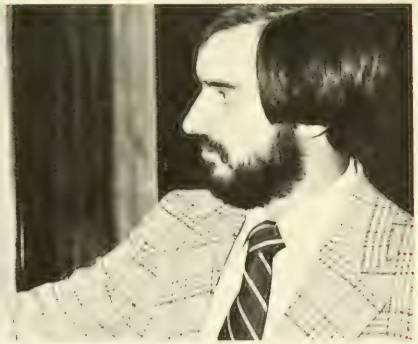
CITY ENGINEER'S REPORT

Since January the City Engineer along with his staff has been involved with various projects throughout the City. These include the Wastewater Treatment System Project, Public Works programs and miscellaneous items. The following is a summary of work through June 1978.

Wastewater Treatment System Project: The City Engineer's prime responsibility was to act as a representative for the City to the different organizations involved in the project. Other responsibilities included coordinating projects such as the Route 110 and East Milan Road reconstruction with the sewer project. Acquiring land and easements for sewer lines. Completing requirements by different State and Federal agencies to obtain permits and funds. Review construction practices and recommend changes to improve the overall operation of the project.

The Wastewater Treatment Project has been under construction since July 1977. The treatment plant is progressing ahead of schedule while the sewer line contracts are far behind. With nearly one half the allowable time over the contracts stand as follows:

Contract	Contractor	Percent Completion
#1 Treatment Plant	Pizzagalli	58%
2 Ward #2 Sewer Line	Bridge Const.	11%
3 Ward #1 Sewer Line	Zoppo Const	12%
4 Ward #4 Sewer Line	Rathbun Const.	0%
5 Ward #3 West Side Sewer Line	Rathbun Const.	12%
6 Ward #3 East Side Sewer Line	Rathbun Const.	61%



Luc J. Carriere, City Engineer

The sewer contractors are behind schedule for several reasons. The primary cause is the extreme difficulty of the work. Very difficult and complex blasting is required. The conflicts with existing utilities and in the interpretation of the specifications also adds to the delay.

It is expected that many of these problems will be resolved and the progress will be accelerate. The contracts should still be completed as scheduled, in early 1980.

Public Works Department: Planning budgeting and directing public works activities were the responsibility of the City Engineer. The first duty undertaken was to review and coordinate the existing snow plowing and removal program. This was followed by the preparation of specifications for the purchase of equipment which included a new garbage truck, a four wheel drive dump truck for snow removal, two pick up trucks, an engine analyzer and a microwave underground utility locator.

Extensions of utilities on Bemis Street and Charron Avenue were designed and construction directed by the engineering office.

A study to determine the feasibility of private solid waste collection was conducted.

Miscellaneous: Along with the responsibilities to the sewer project and public works, the Engineer's office worked on other programs. The City Engineer assisted Community Development Department in implementing the construction of the East Milan Road Project. He acted as a technical advisor to the Planning Board and the North Country Transit. A review of existing traffic signals along with a replacement program was initiated by the City Engineer.

The Engineering office supplied drafting services to many departments. An extensive review and up dating of City maps was done. The zoning and cemetery maps were revised. The Public Works plan file system was reorganized.

Luc J. Carrier, City Engineer
Larry Wagner, Engineer's Aide
Denise Boucher, Secretary

BERLIN CITY PLANNING BOARD

The State of New Hampshire's planning enabling legislation assigns the following basic responsibilities to local planning boards:

1. To publish a municipal master plan and promote public interest in and understanding of it.
2. To make investigations and recommendations relating to the planning and development of the municipality.
3. To consult with and advise public officials, agencies and citizens with regard to carrying out the master plan and the development of the municipality.

During the past year, the Berlin City Planning Board met monthly in pursuit of the above responsibilities. Significant accomplishments included:

1. Gaining City Council approval of three new zoning districts designed to implement a previously adopted land use plan for the A.V.H. area;
2. Working with City Council to develop a new zoning district to deal with single component modular homes;
3. Continued work to finalize the allignment of the East Side Arterial, including an extensive investigation of proposed sites for a new bridge across the Androscoggin River south of the downtown.;
4. The initiation of a campaign to upgrade Route 115, which resulted in the Governor endorsing the project and supporting a three and one-half mile section of improvements;
5. Sustained member involvement in on going local and regional planning projects, including the AVH-St. Regis Reuse Committee, the Community recreation Needs Committee, the Downtown Revitalization Planning Committee and the North Country Council;
6. The discussion of the long range development potential of Berlin's outlying areas;
7. Developing a program to stimulate the construction of more single family housing in the city for families of moderate means;
8. Reviewing all land transactions involving City owned parcels;

Construction of Phase I of the East Side Arterial was completed in 1978 with $1.2 million in funding from a federal grant

9. Reviewing four subdivisions within the city, and reviewing all development proposals which in any way impact the City's flood prone areas;
10. And finally, calling public attention to impact of the expanded elderly tax exemption, the need for a full time assessor, and other topics of general municipal concern.

During the coming year, the City Planning Board will continue to plan the future of Berlin and make recommendations for orderly, well-planned, long-range development. The Board meets monthly at City Hall the first Thursday evening.

PLANNING BOARD MEMBERS

Regular Members
Romeo Boulanger, Chairman
Mark Hamlin
Nicholas Darchik
Donald Sloane
John Bork

Alternate Members
Ernest Guay
Norman Morin
Ernest St. Laurent

Associate Members
Richard Vaillancourt
Michael Donovan
Leo Ouellet
Lucien Dupuis
Henry Cote
Carol Couture

Ex-Offico Members
Jimmie Poore
James Smith
Maurice Wheeler

COOPERS & LYBRAND

CERTIFIED PUBLIC ACCOUNTANTS

A MEMBER FIRM OF
COOPERS & LYBRAND (INTERNATIONAL)

Honorable Mayor, Council and Manager
City of Berlin, New Hampshire

We have examined the financial statements of the various funds and the general long-term debt group of accounts of the City of Berlin, New Hampshire for the year ended June 30, 1978, presented on pages 40 to 51. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. The financial statements of the Cemetery Trust Funds were not examined by us, or other independent certified public accountants, and are not included in the accompanying financial report.

The City has not maintained a record of its general fixed assets, and accordingly a statement of general fixed assets, required by generally accepted accounting principles, is not included in the financial report.

In our opinion, the financial statements of the various funds and the long-term debt group of accounts of the City of Berlin, New Hampshire referred to in the first paragraph present fairly the financial position of those funds at June 30, 1978 and the results of operations of such funds and the changes in financial position of the Industrial Development and Park Authority for the year then ended, in conformity with generally accepted accounting principles which, except for the accounting and reporting changes, with which we concur, as described in the General Notes to Financial Statements, page 41, have been applied on a basis consistent with that of the preceding year.

The supplemental data included in this report on page 52, although not considered necessary for a fair presentation of the financial position and results of operations of such funds, and the changes in financial position of the Industrial Development and Park Authority are presented primarily for supplemental analysis purposes. This additional information has been subjected to the audit procedures applied in the examination of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole and is presented on a basis consistent with the preceding year, except for the accounting and reporting changes with which we concur, as described in the General Notes to Financial Statements, page 41.

Coopers & Lybrand

Portland, Maine
August 4, 1978

City of Berlin, New Hampshire

GENERAL NOTES TO FINANCIAL STATEMENTS

Summary of Significant Accounting Policies

The following is a summary of significant accounting policies employed in the preparation of these financial statements.

Fund Accounting

The diverse nature of governmental operations and the necessity of determining compliance with legal provisions requires modification of accounting systems commonly used by commercial enterprises. Rather than establishing a single unified set of accounts to record and summarize all financial transactions, the accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate entity with self-balancing accounts that comprise its assets, liabilities, reserves, fund balance, revenues and expenditures or expenses, including interfund obligations and transfers.

There are two general categories of the City's operations. The first consists of operations supplying the basic services of a general government nature which are controlled by formal approved budgets. These operations are accounted for in the General Fund, Debt Service Fund and certain Special Revenue Funds. The second consists of those operations which are similar to commercial enterprises. These operations are accounted for in the Industrial Development and Park Authority.

In addition to the two general categories of operations, a further distinction from accounting in commercial enterprises exists with respect to capital expenditures. Capital expenditures, other than those of the Industrial Development and Park Authority, are required to be capitalized at historical cost in a General Fixed Asset Group of Accounts primarily for control purposes. The City has not maintained a record of its general fixed assets, and accordingly a statement of general fixed assets, required by generally accepted accounting principles is not included in the financial report.

Capital expenditures of the Industrial Development and Park Authority are recorded as investments, at cost which is not in excess of net realizable value, held for subsequent sale.

General Obligation bonds supported by general revenues are obligations of the City as a whole and not its individual constituent funds. Accordingly, all unmatured obligations which are backed by the full faith and credit of the City are accounted for in the General Long-Term Debt Group of Accounts.

General Obligation bonds of the City issued to finance investment property of the Industrial Development and Park Authority are included in the General Long-Term Debt Group of Accounts and are reflected as "advance from municipality - general obligation bonds" in the contributed capital section of the Industrial Development and Park Authority's balance sheet.

Budgetary Accounting and Encumbrances

General governmental revenues and expenditures accounted for in the General Fund, Debt Service Fund and Community Development Grants, General Revenue Sharing, Antirecession Fiscal Assistance and Comprehensive Employment and Training Act Special Revenue Funds, are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the City's operations.

Appropriations in the Budgetary Funds are encumbered upon issuance of purchase orders, contracts or other forms of legal commitments. Even though certain goods and services have not been received, the transactions are accounted for as a use of budgeted appropriations in the year that the commitment is made.

Basis of Accounting

The accounts of the Industrial Development and Park Authority and Capital Projects Funds are maintained and reported on an accrual basis. All other funds included in the financial statements are maintained and reported on the modified accrual basis.

Under the modified accrual basis of accounting, revenues are recorded when received in cash, except in cases where they are both measurable and available and, therefore, are resources which may be appropriated. Expenditures, except for interest on general long-term debt which is recorded when it becomes due, are recorded when certain goods or services are received and actual liabilities are incurred.

Continued on page 41.

Accounting and Reporting Changes

The financial statements for the year ended June 30, 1978 reflect certain changes from prior financial statements in the application of accounting principles. Such changes were made in order to conform with the Principles of Governmental Accounting and Reporting recommended by the National Council on Governmental Accounting and published by The Municipal Finance Officers Association of the United States and Canada and to the Audit Guide issued by the American Institute of Certified Public Accountants. If the changes described below had been reflected in the financial statements for the year ended June 30, 1977, they would have had no material effect on the revenues and expenditures and fund balances reflected in those financial statements.

1. The City has established a Debt Service Fund to account for debt service transactions of general obligation bonds.

2. Financial transactions relating to certain Federal and State Grant Programs are reported in the Other Special Revenue Fund. In prior years, the financial activities of these grants were reported in the General Fund as Reserve for Government Programs.

3. In prior years, the portion of the City's general obligation debt recorded in the Industrial Development and Park Authority was accounted for as long-term debt. At June 30, 1978, this contribution is recorded in the equity section of the Industrial Development and Park Authority balance sheet and the debt obligation is reflected in the General Long-Term Debt Group of Accounts.

4. Berlin Water Works Bonds are being repaid from revenues of the Water Works. Such bonds are general obligations of the City and, accordingly, are reflected in the General Long-Term Debt Group of Accounts at June 30, 1978.

Other General Accounting Policies

Substantially all employees of the City participate in the State of New Hampshire Retirement System. Under this plan, participants contribute annually a percentage of compensation which is dependent upon age when contributions begin and is fixed by law. The City's contribution is based upon an actuarial valuation of the State plan as of June 30, 1976. The amount, if any, of the excess of vested benefits over pension fund assets for the City is not available. Employees of the Public Works Department and certain Recreation Department personnel are covered under a City sponsored plan. The value of vested benefits in excess of the assets of this plan was approximately $178,[illegible] at September 1, 197[illegible], the date of the latest actuarial valuation, which reflects an increase of approximately $144,000 from September 1, 1976, resulting from increased benefits. Annual cost includes amortization of prior service costs over periods of 20 (State plan) to 30 (City plan) years. The City's policy is to fund pension costs accrued.

City employees may accumulate sick leave in amounts ranging to a maximum of 60 to 90 days and are entitled to a 50% lump-sum payment upon retirement. Teachers may accumulate a maximum of 80 sick leave days and are entitled to full payment upon termination or retirement after completing 5 years of employment. The City records the cost of sick leave only when payments are made. The accummulated sick leave at June 30, 1978 is estimated to be approximately $[illegible].

Materials and supplies are considered expended when purchased and inventory is not reflected in the financial statements.

Contingencies

There are various claims and suits pending against the City which arise in the normal course of the City's activities. In the opinion of counsel and City management, the ultimate disposition of these various claims and suits will not have a material effect on the financial position of the City.

Related Party Transaction

The City participates in the operations of the Berlin Airport Authority, which is organized as a separate legal entity under the laws of the State of New Hampshire. The Authority is administered by a Board, the majority of whose members are appointed by the Mayor. For the year ended June 30, 1978, the City appropriated $19,440 as its share of the operation of the Authority. (See also Note 1, page 14).

GENERAL FUND
BALANCE SHEET -- June 30, 1978

ASSETS

Cash:		
Non-interest bearing (Note 5)		$1,551,075
Interest bearing		4,857
Investments:		
Certificate of deposit		225,000
Repurchase agreements		200,000
Taxes receivable - delinquent	$221,430	
Less estimated uncollectible delinquent taxes	48,377	173,053
Accounts receivable		163,426
Due from other funds:		
Capital Projects Funds		1,103,362
Special Revenue Funds		50,893
Industrial Development and Park Authority		49,721
		$3,521,387

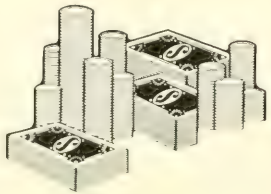
LIABILITIES, RESERVE AND FUND BALANCE

Accounts payable	$ 14,869
Accrued payroll, payroll taxes and withholdings	71,205
Taxes collected in advance	47,820
Federal aid anticipation notes payable: (Note 5)	
4.75% due December 29, 1978	700,000
5.50% due December 29, 1978	1,800,000
	2,633,894
Reserve for encumbrances	325,656
Fund balance:	
Appropriated (Notes 2 and 4)	132,755
Unappropriated (Note 3)	429,082
	$3,521,387

GENERAL FUND
ANALYSIS OF CHANGES IN FUND BALANCE
for the year ended June 30, 1978

	Unappropriated	Appropriated
Fund balance, July 1, 1977, as originally reported	$ 356,555	$ 92,967
Adjustment (Note 4)		51,787
Fund balance, July 1, 1977, as restated		41,180
Add:		
Total general governmental revenue and transfers	7,799,157	
Balances designated for future use		99,973
Transfer of Capital Projects Funds balance	3,549	
Deduct:		
General governmental expenditures and transfers	(7,404,524)	
General governmental encumbrances	(325,655)	
Expenditure of amounts previously appropriated		(8,398)
Fund balance, June 30, 1978 (Note 3)	$ 429,082	$130,755

The accompanying notes are an integral part of the financial statements.



STATEMENT OF GENERAL GOVERNMENTAL REVENUE AND TRANSFERS
-- Estimated and Actual --
General Fund for the year ended June 30, 1978

	Estimated Revenues	Actual Revenues	Actual Over (Under) Estimated
Taxes:			
Property tax	$4,911,059	$4,911,059	
Resident tax	80,260	80,260	
Other taxes	2,313	2,313	
	4,993,632	4,993,632	
Licenses, permits and fees:			
Motor vehicle permits	200,000	235,306	$ 35,306
City clerk fees	5,000	9,388	4,388
Dog licenses	1,700	2,623	923
Beano licenses	2,500	1,950	(550)
Junk licenses	100	105	5
Restaurant licenses	200	190	(10)
Bicycle licenses	100		(100)
	209,600	249,562	39,962
Intergovernmental revenue:			
Business profits tax	1,155,421	1,155,421	
Rooms and meals tax	98,631	128,974	30,343
Interest and dividends tax	26,495	26,495	
Savings bank tax	36,629	36,629	
Railroad tax	3,502	3,502	
National forest land tax	22,470	19,956	(2,714)
School department subsidies	289,26[illegible]	309,366	29,340
Debt service subsidy	83,[illegible]89	86,242	2,353
Highway department subsidy	59,[illegible]24	59,656	32
Welfare department state refunds	1,500	3,372	1,872
Fire department state reimbursements	500	247	(253)
	1,768,887	1,829,860	60,973
Charges for services:			
Rent	1,500	1,674	174
Health department	32,000	35,663	3,663
Public works department	15,000	15,067	67
	48,500	52,404	3,904
Fines and forfeits:			
District court	$ 16,000	$ 18,089	$ 2,089
Other revenues:			
Interest on delinquent taxes	19,000	19,787	787
Interest on investments	80,000	152,511	72,511
Uncommitted taxes	4,000	4,610	610
Parks and recreation concessions	5,437	4,530	(907)
Other	1,600	25,872	24,272
	110,037	207,310	97,273
Total revenue	7,146,656	7,350,857	204,201
Transfers from other funds:			
Special Revenue Funds:			
General Revenue Sharing Fund	340,000	340,000	
Antirecession Fiscal Assistance Fund	28,500	28,500	
Capital Projects Fund	35,000	35,000	
Industrial Development and Park Authority	44,800	44,800	
Total revenue and transfers	7,594,956	$7,799,157	$204,201
Appropriation of General Fund balance for expenditures	273,410		
	$7,868,366		

Tax Collector L. Laurier "Bee" Rousseau and Deputy Tax Collector Gert Routhier.

STATEMENT OF GENERAL GOVERNMENTAL EXPENDITURES, TRANSFERS, AND ENCUMBRANCES WITH AUTHORIZATIONS

General Fund
for the year ended June 30, 1978

	Budgeted Appropriations	Expenditures and Transfers	Encumbrances	Unencumbered Balance
General government:				
City manager	$ 35,744	$ 35,419		$ 325
Mayor and city council	22,300	21,637	$ 900	(237)
Finance department	41,[illegible]	41,[illegible]	[illegible]2	1[illegible]3
City clerk	35,335	32,483		2,852
City treasurer	1,[illegible]	1,[illegible]		1[illegible]
Tax collector	26,144	26,383		(239)
Assessors	19,204	16,133		3,[illegible]1
Legal	11,040	9,141		1,[illegible]6
Elections	7,000	5,136		1,[illegible]4
City hall and other buildings	55,705	57,211		(1,[illegible]
District court	11,[illegible]	13,14[illegible]		(1,[illegible]
Community development	24,792	23,949	[illegible]0[illegible]	[illegible]43
Insurance	247,000	265,788		1[illegible]
County tax	[illegible],312	[illegible]		
Interest on short-term borrowing	7,000			7,[illegible]
Discounts and abatements	85,528	94,464		(8,93[illegible]
Social security and retirement	155,500	136,940		1[illegible]
Contingent	2[illegible]	1[illegible]11	[illegible]44	1[illegible]46
Central services	1[illegible]	[illegible]		[illegible]
Sundry	28,430	26,600		1,[illegible]
	1,165,448	1,140,064	1,[illegible]	[illegible]
Public safety:				
Police department	[illegible]19,[illegible]7	[illegible]18,[illegible]47	[illegible],[illegible]0	
Fire department	511,997	482,196	[illegible],[illegible]	,434
Civil defense	2,892	2,117		[illegible]
Street lighting	80,000	80,846		[illegible]
	1,114,[illegible]	1,[illegible],[illegible]	[illegible],[illegible]	1,[illegible]
Highways and streets:				
Public works department	1,[illegible],[illegible]4	1,[illegible],[illegible]		11,[illegible]
Capital improvements	26,000	22,000	[illegible],[illegible]	
Town road improvement	10,079	10,079		
Airport	19,440	19,440		
	1,111,143	1,[illegible],[illegible]	[illegible],000	11,[illegible]
Health	$ 109,905	$ 105,138	$ [illegible]93	$ 3,974
Welfare	130,306	153,560		(23,254)
Culture and recreation:				
Recreation and parks	136,406	129,693	[illegible],[illegible]7[illegible]	1,[illegible]
Library	[illegible]1,[illegible]42	[illegible],[illegible]2[illegible]		1,456
	1[illegible],[illegible]01	1[illegible],[illegible]4[illegible]	[illegible],[illegible]7[illegible]	3,393
Education:				
School department	3,314,798	2,915,396	[illegible]8[illegible],[illegible]33	111,[illegible]9
Total expenditures and encumbrances	7,143,651	6,679,809	[illegible]0[illegible],[illegible]1	13[illegible],18[illegible]
Transfers to Debt Service Fund:				
Serial bonds	460,000	460,000		
Bond interest	264,715	264,715		
Total transfers to Debt Service Fund	724,715	724,715		
Total expenditures, transfers and encumbrances	$7,868,366	$7,404,524	$[illegible]9[illegible],[illegible]55	$138,187

SPECIAL REVENUE FUNDS
BALANCE SHEET

June 30, 1978

ASSETS	Community Development Grants	General Revenue Sharing	Antirecession Fiscal Assistance	Other Special Revenue Fund	Comprehensive Employment & Training Act	Parking Meter Fund
Cash						$7,604
Certificate of deposit		$200,000				
Due from federal government	$3,233	81,756				
Due from General Fund			$68,445	$57,157	$2,669	
	$3,233	$281,756	$68,445	$57,157	$2,669	$7,604
LIABILITIES AND FUND BALANCE						
Accounts payable	$2,517					
Due to General Fund	716	$172,449				$6,000
Total liabilities	3,233	172,449				6,000
Fund balance	-	109,307	$68,445	$57,157	$2,669	1,604
	$3,233	$281,756	$68,445	$57,157	$2,669	$7,604

CITY OF BERLIN, NEW HAMPSHIRE

SPECIAL REVENUE FUNDS

STATEMENT OF REVENUES, EXPENDITURES, ENCUMBRANCES AND TRANSFERS AND CHANGES IN FUND BALANCE

for the year ended June 30, 1978

	Community Development Grants	General Revenue Sharing	Antirecession Fiscal Assistance	Other Special Revenue Fund	Comprehensive Employment & Training Act	Parking Meter Fund
Fund balance, July 1, 1977		$100,952	$17,413	$ 82,755	$ (720)	$ 496
Additions:						
Federal grants	$278,571	332,174	79,532	187,989		
State grants				479,169	170,043	
Parking meter collections						10,236
Interest income		16,181				
Total additions	278,571	348,355	79,532	660,151	170,043	10,236
Total fund balance and additions	278,571	449,307	96,945	742,906	169,323	10,732
Deductions:						
Expenditures	278,571			685,749	166,654	9,208
Transfers to General Fund		340,000	28,500			
Total deductions	278,571	340,000	28,500	685,749	166,654	9,208
Fund balance, June 30, 1978	$ -	$109,307	$68,445	$ 57,157	$ 2,669	$ 1,524

The accompanying notes are an integral part of the financial statements.

COMMUNITY DEVELOPMENT GRANTS

STATEMENT OF EXPENDITURES, ENCUMBRANCES AND UNEXPECTED APPROPRIATIONS

for the year ended June 30, 1978

PROJECTS	Unexpended Appropriations Beginning of Year	Current Year Expenditures	Unexpended Appropriations End of Year
PROGRAM YEAR ONE			
Interest rate subsidy program	$ 700	$ 700	
Administration	208	208	
	908	908	
PROGRAM YEAR TWO			
Interest rate subsidy program	42,333	42,333	
Cash rebates to homeowners	1,305	1,305	
Rehabilitation grant program	3,050	3,050	
Holiday center	3,129	3,061	$ 68
Twelfth street extension	22,500	22,500	
East side arterial	31,239	13,500	17,739
Downtown revitalization	10,025	10,025	
Moxie alley flood control	24,500	1,816	22,684
Androscoggin Valley Hospital conversion	8,500	8,500	
Administration	1,741	1,749	(8)
	147,322	106,839	40,483
PROGRAM YEAR THREE			
Interest rate subsidy program	70,000	56,112	13,888
Development of subdivision	175,000		175,000
Housing code deficiencies	7,500		7,500
Day care facilities	60,000	31,588	28,412
East Side arterial	18,500		18,500
Androscoggin Valley Hospital conversion	5,000	4,848	152
Twelfth street extension	22,500	22,500	
Economic development	12,500	12,500	
Property acquisition	43,000		43,000
Administration	57,500	43,276	14,224
	471,500	170,824	300,676
	$619,730	$278,571	$341,159

The accompanying notes are an integral part of the financial statements.

DEBT SERVICE FUND

BALANCE SHEET
June 30, 1978

ASSETS

Cash	$22,695
	$22,695

FUND BALANCE

Fund balance	$22,695

CITY OF BERLIN, NEW HAMPSHIRE

DEBT SERVICE FUND

STATEMENT OF TRANSFERS, EXPENDITURES AND CHANGES IN FUND BALANCE

for the year ended June 30, 1978

Fund balance, July 1, 1977		$ -
Transfers:		
General Fund	[illegible]	
Berlin Water Works	157,880	
Capital Projects Funds(Note)	22,695	
Total transfers		915,290
Expenditures:		
Redemption of serial bonds	520,000	
Interest on serial bonds	372,595	
Total expenditures		892,595
Excess of transfers over expenditures and fund balance, June 30, 1978		$ 22,695

The accompanying notes are an integral part of the financial statements.

NOTES TO FINANCIAL STATEMENTS

1. The financial statements of the Debt Service Fund account for debt service on general long-term debt. Cash for the payment of principal and interest on general obligation bonds is transferred from the General Fund and the Berlin Water Works. The condensed balance sheet of the Berlin Water Works at December 31, 1978, which is audited by other independent accountants, is as follows:

Water utility plant, net	$3,041,568
Other assets	[illegible]
	$3,561,524
Long-term debt	$1,[illegible]
Other liabilities	64,064
Unappropriated surplus	1,767,4[illegible]
	$3,[illegible]1,524

Total revenue for the year ended December 31, 1977 was $536,769 and the net loss was $6,812.

2. The transfer from the Capital Projects Funds represents premiums on general obligation bonds sold during the year ended June 30, 1978.

CAPITAL PROJECTS FUNDS

BALANCE SHEET
June 30, 1978

	Wastewater Treatment Project	East Side Arterial Project	School Renovation Project	School Building-Vocational	Berlin Area Vocational Center	Public Improvements 1969	Public Improvements 1970	Total All Projects
ASSETS								
Cash - interest bearing	$ 598,263					$15,000	$11,577	$ 624,840
Certificates of deposit	3,940,000							[illegible]
Due from federal government		$180,946	$93,[illegible]					[illegible]
Due from General Fund				$486,[illegible]	$14,661			[illegible]
	$4,538,263	$180,946	$93,[illegible]	$486,[illegible]	$14,661	$15,000	$11,[illegible]	$[illegible]
LIABILITIES AND FUND BALANCE								
Accounts payable	$ [illegible]41,[illegible]24	$168,764						[illegible]
Retainage payable	[illegible]4,[illegible]	11,[illegible]	$10,192					496,642
Due to General Fund	1,520,908	[illegible]	[illegible]					1,[illegible]
Total liabilities	2,936,382	180,946	[illegible]					3,211,10[illegible]
Fund balance	1,601,881			[illegible]	$14,661	$15,000	$11,[illegible]	[illegible]
	$4,538,263	$180,946	$93,[illegible]	[illegible]	$14,661	$15,000	$11,[illegible]	$[illegible]

STATEMENT OF REVENUES, EXPENDITURES, TRANSFERS, AND CHANGES IN BALANCE

for the year ended June 30, 1978

	Wastewater Treatment Project	East Side Arterial Project	School Renovation Project	School Building-Vocational (Note 1)	Berlin Area Vocational Center	Public Improvements 1969	Public Improvements 1970	Sewer Bond 1971	School Equipment	Total All Projects
Fund balance, July 1, 1977	$ 112,198			$622,046	$ 11,928	$18,487	$11,577	$43,635	$62	$ 819,933
Additions:										
Federal grants:										
EPA	3,021,500									3,021,500
EDA	25,700	$385,792	$224,275							635,767
State government					552,777					552,777
Bond proceeds	4,562,695									4,562,695
Transfer from School Building 1971					75,032					75,032
Transfer from Sewer Bond 1971	43,635									43,635
Other	375									375
	7,766,103	385,[illegible]	[illegible]	622,046	639,737	18,487	11,[illegible]	43,[illegible]	6[illegible]	9,711,714
Deductions:										
Project expenditures	[illegible],141,[illegible]27	385,[illegible]	[illegible]	25,[illegible]	625,076					7,401,932
Transfers:										
General Fund				3[illegible]		3,[illegible]			[illegible]	38,549
Berlin Area Vocational Center Project				75,032						75,032
Debt Service Fund	22,[illegible]									[illegible]
Wastewater Treatment Project								43,635		43,635
	6,164,222	385,[illegible]	224,275	135,294	625,076	3,[illegible]	-	43,635	[illegible]	[illegible]
Fund balance, June 30, 1978	$1,601,881	$ -	$ -	$[illegible],[illegible]	$ 14,661	$15,000	$11,[illegible]	$ -	$ -	$2,129,871

NOTE TO FINANCIAL STATEMENT

1. The School Building - Vocational fund balance at July 1, 1977 included $594,344 received from the State of New Hampshire in reimbursement for conversion of approximately 19,000 square feet of Berlin High School floor space into an area vocational center for the communities of Berlin, Gorham and Shelburne. During the year ended June 30, 1978, $75,032 of that amount was appropriated for the City's share of the vocational center project and $35,000 was transferred to the General Fund to be applied to debt service. The remaining funds, unless appropriated by the City Council for other purposes, must be used to retire the related School Building - 1971 general obligation serial bonds.

INDUSTRIAL DEVELOPMENT AND PARK AUTHORITY

STATEMENT OF NET COST TO CARRY PROPERTIES AND RETAINED EARNINGS
for the year ended June 30, 1978

Expenses:

Interest on advances from municipality - general
Total carrying [illegible]

Income:

Rent
Interest on mortgage receivable
Interest on invested cash
[illegible]

Net cost [illegible]
Retained earnings [illegible]
[illegible]

STATEMENT OF CHANGES IN FINANCIAL POSITION
for the year ended June 30, 1978

Funds applied:
[illegible]
Land improvements
Repayment of advances from municipality -
[illegible]
Total funds applied

Funds provided:
Decrease in mortgage note receivable
Decrease in working capital
Total funds applied

[illegible] of working capital:
Increase in working capital:
Increase of cash $ 10,161
[illegible] 200
10,361

Decreases in working capital:
Decrease in interest receivable
Increase in due to General Fund

Decrease in working capital

BALANCE SHEET - June 30, 1978

Investment property (Note 2):
Land
Land improvements
Building

Mortgage note receivable, [illegible]
[illegible]

Current assets:
Cash - interest bearing
[illegible]
Mortgage note receivable,
current portion (Note 3)

[illegible]

Liabilities:
[illegible]
Advances from municipality - general
[illegible]

Current liabilities:
Accrued interest payable
Due to General Fund

NOTES TO FINANCIAL STATEMENTS

1. The Industrial Development and Park Authority was established July 15, 1974, pursuant to Chapter 26 of the Laws of 1974. The Authority was re-established on September 15, 1975 under the provisions of RSA 162-G, for the purpose of acquisition, development, and disposal of industrial land and facilities.

2. Investment property is valued at cost, which approximates net realizable value. The investment property is being held for sale and accordingly, depreciation has not been provided. Rental income may be received until the property is sold.

3. The mortgage note receivable bears interest at 7% and is repayable in quarterly installments of $1,667, including interest, to 1981.

SCHEDULE OF BONDS PAYABLE

June 30, 1978

General Obligation Serial Bonds	Original Issue	Int. Rate %	Maturity Date	BOND PRINCIPAL Balance July 1, 1977	Principal Payments	Principal Balance June 30, 1978	Principal Payments Due 1979	Principal Payments Due Subsequent Years	BOND INTEREST Paid July 1, 1977 to June 30, 1978	Due 1979	Due Subsequent Years
School Bonds Outstanding:											
School equipment - 1958	$ 300,000	3.4	1978	$ 30,000	$ 15,000	$ 15,000	$ 15,000		$ 765	$ 255	
School building - 1971	2,250,000	4.8	1990	1,625,000	125,000	1,500,000	125,000	$ 1,375,000	75,000	69,000	$ 375,000
School building - 1971	950,000	5.7	1990	700,000	50,000	650,000	50,000	600,000	38,475	35,625	205,200
School building - 1974	175,000	7.6	1979	105,000	35,000	70,000	35,000	35,000	5,775	3,465	1,155
	3,675,000			2,460,000	225,000	2,235,000	225,000	2,010,000	120,015	108,345	581,355
Public Improvements Bonds Outstanding:											
Public improvements - 1966	300,000	4.0	1986	135,000	15,000	120,000	15,000	105,000	5,400	4,800	16,800
Public improvements - 1972	100,000	4.75	1982	50,000	10,000	40,000	10,000	30,000	2,375	1,900	2,850
	400,000			185,000	25,000	160,000	25,000	135,000	7,775	6,700	19,650
Fiscal year change bonds - 1976	2,000,000	5.375	1986	2,000,000	200,000	1,800,000	200,000	1,600,000	102,125	91,375	344,000
Wastewater treatment facility bond - 1978	4,540,000	5.2	1998			4,540,000	230,000	4,310,000		236,080	2,230,280
Industrial park building - 1974	450,000	8.0	1995	440,000	10,000	430,000	10,000	420,000	34,800	34,000	341,600
	11,065,000			5,085,000	460,000	9,165,000	690,000	8,475,000	264,715	476,500	3,516,885
Berlin Water Works											
Water filtration plant bonds - 1976	1,770,000	6.2	1995	1,770,000	60,000	1,710,000	60,000	1,650,000	107,880	104,160	692,700
	$12,835,000			$6,855,000	$520,000	$10,875,000	$750,000	$10,125,000	$372,595	$580,660	$4,409,585

STATEMENT OF GENERAL LONG-TERM DEBT

June 30, 1978

AMOUNT TO BE PROVIDED FOR THE PAYMENT OF GENERAL LONG-TERM DEBT

Amount to be provided to retire debt	$10,875,000

GENERAL LONG-TERM DEBT PAYABLE

General obligation serial bonds payable (Note 3)	$10,875,000

1. General obligation bonds outstanding of $1,800,000 issued to finance a fiscal year end change authorized under Chapter 172 of the Laws of 1975, and general obligation bonds of $4,540,000 issued to finance the wastewater treatment facility and the Industrial Development and Park Authority general obligation bonds of $430,000 under Chapter 26 of the Laws of 1974, are not includable in the net indebtedness of the City for the purpose of determining the City's borrowing capacity.

2. The wastewater treatment facility general obligation bonds are guaranteed by the full faith and credit of the State of New Hampshire. The State has agreed to subsidize $3,989,433 of the bond issue in installments when due.

3. General obligation serial bonds payable include $1,710,000 Berlin Water Works Bonds which are being repaid from revenues of the Water Works.

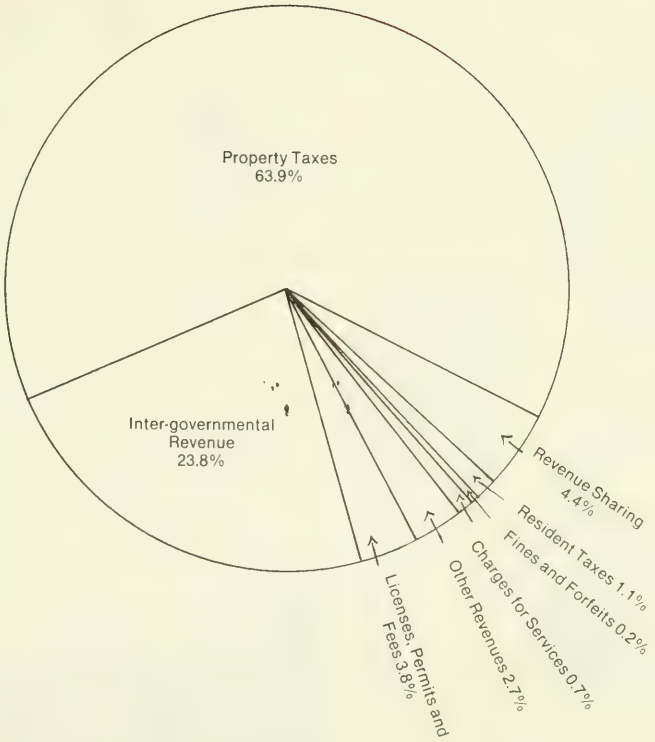
STATEMENT OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE FOR GOVERNMENT PROGRAMS INCLUDED IN OTHER SPECIAL REVENUE FUND

for the year ended June 30, 1978

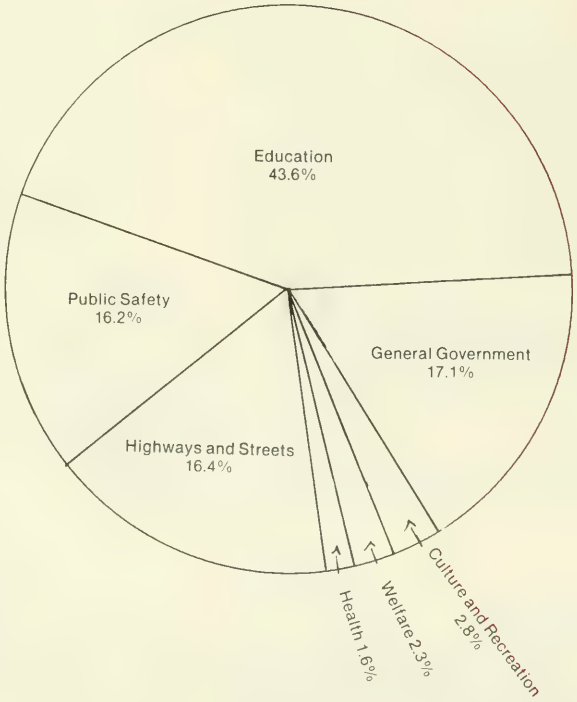
Government Program	Fund Balance (Deficit) June 30, 1977	Revenues	Expenditures	Fund Balance (Deficit) June 30, 1978
Elementary Secondary Education Act (ESEA) Title I	$(,)[illegible]	$ [illegible]	$ 68,069	$(15,409)
Elementary Secondary Education Act (ESEA) Title II	[illegible]			3,295
Elementary Secondary Education Act (ESEA) Title III	3,153			3,153
Elementary Secondary Education Act (ESEA) Title VI	[illegible]	4,884	[illegible]	(1,497)
Adult Basic Education Program	[illegible]	[illegible]	[illegible]	(2,308)
Occupational Training Program	[illegible]			(5,[illegible])
Alternative Classroom Project	(872)			(872)
Forestry Education Program	(7,132)	5,527	1,500	(3,105)
Home Economics Program	(1,372)			(1,372)
Special Student Services Program	(303)			(303)
Manpower Development Training Act #[illegible]	(219)			(219)
Manpower Development Training Act #2402	820			820
Career Education Program	(360)			(360)
Cooperative Education Program #5438	(96)	686	782	(192)
Regular Vocational Training Program	(3,105)	19,336	[illegible]	([illegible])
Area Vocational Training Program	11,347	16,391		27,738
Forward	(12,215)	115,153	166,721	(3,783)

Government Program	Fund Balance (Deficit) June 30, 1977	Revenues	Expenditures	Fund Balance (Deficit) June 30, 1978
Forward	$(12,215)	$115,153	$166,721	$ (3,783)
. Manpower Development Project	[illegible]			[illegible]
. Disadvantaged Student Program	[illegible]	[illegible]	11,[illegible]	[illegible]
. Research Coordinating Unit Project	[illegible]			[illegible]
. Nurses Aid Program	[illegible]			[illegible]
. Home Health Services Program	[illegible]	1,[illegible]	[illegible]	[illegible]
. Resource Center for Handicapped Project	1,[illegible]	[illegible]	[illegible]	[illegible]
. Consumer Homemaking Program	(1,[illegible])	[illegible]	[illegible]	[illegible]
. Work Study Program	[illegible]	[illegible]	[illegible]	[illegible]
. Child Benefit Service Program	[illegible]	1[illegible]	[illegible]	1[illegible]
. Special Services in Regular Distributed Education Program	[illegible]			[illegible]
. Work Experience Program	[illegible]	1[illegible]	[illegible]	[illegible]
. Bilingual Education Program	[illegible]	[illegible]	[illegible]	[illegible]
. Health Homemaker Service Program	[illegible]	[illegible]	[illegible]	[illegible]
. Cafeteria Subsidies Program	[illegible]	[illegible]	[illegible]	[illegible]
. Airport Master Plan Project	(1,[illegible])	[illegible]	[illegible]	(1,[illegible])
. Bureau of Recreation Grant - Horne Field	(12,[illegible])	[illegible]	[illegible]	(1[illegible])
. Adult Tutorial Program		4,500	[illegible]	[illegible]
. Right to Read Program		5,024	[illegible]	
. Hunt Foundation Grant		1,[illegible]	1,[illegible]	
. Industrial Arts Mini Grant			1,[illegible]	(1,[illegible])
. Instructional Improvement Grant			[illegible]	[illegible]
. Economic Development Administration (EDA) Title IX		1[illegible]	1[illegible]	(1,[illegible])
. Nurses Aid Training Program			[illegible]	[illegible]
	$[illegible]	$[illegible]	$[illegible]	$ [illegible]

BREAKDOWN OF MUNICIPAL REVENUES
GENERAL FUND



BREAKDOWN OF MUNICIPAL EXPENDITURES
GENERAL FUND

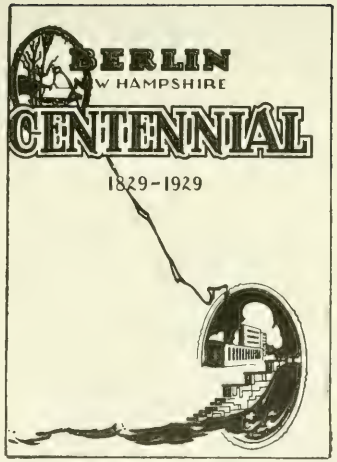


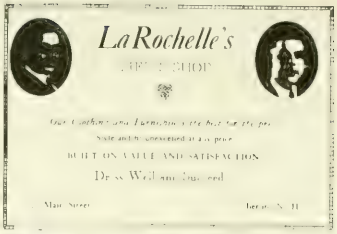
- NOTES -

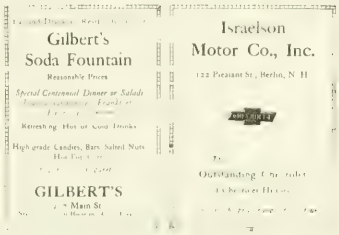
Looking Back
A Centennial Display

The photos and advertisements on pages 55 and 56 are excerpted from a special publication printed in 1929 to document Berlin's centennial (1829-1929) anniversary.

Many of the photos date back to the mid-1800s, while others are taken from the turn of the century up until 1929.







HON. [illegible]
Honorary Councillor

HON. GEORGE F. HUTCHIN
Honorary Councillor

HON. FREMONT D. BARTLETT
1908-1910

HON. HENRY F. MASSON

Past Mayors

FIRE STATION AT BERLIN MILLS

GLEN MILL OF INTERNATIONAL PAPER COMPANY

OLD GRAND TRUNK STATION

ARTHUR RIOUX

Emma's

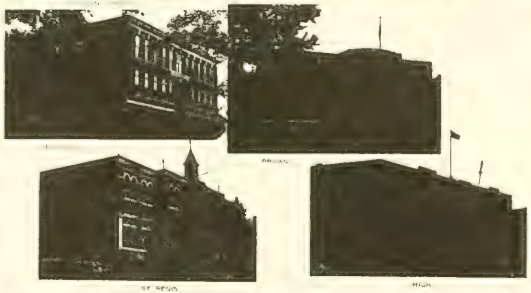
Home-made Candies and Ice Cream

Dainty Luncheons served at all times

SPECIAL CENTENNIAL DINNER Served from 11 A. M. to 2 P. M.
SPECIAL CENTENNIAL SUPPER Served from 6 P. M. to 9 P. M.
Sandwiches and Salads of all kinds

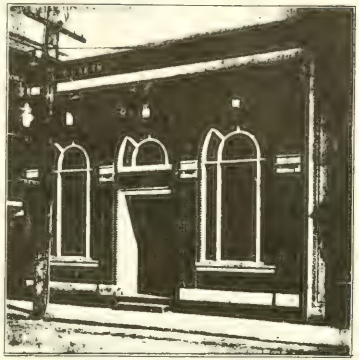
Ice Cream Delivered to the Home

SCHOOLS OF BERLIN



BERLIN NATIONAL BANK

ORIGINAL STORE ABOUT 1850



GUARANTY TRUST COMPANY

MAIN STREET IN THE EARLY DAYS

FIRE ALARM BOXES

FIRE CALLS NO. 1

1 Chief's Call
12 Sweden and Eighth Streets
13 Main Street and Seventh Streets
14 Main Street and Brown Ave.
15 Main and Second Streets
16 Guilmette and Summer Streets
17 Androscoggin Valley Hospital, Main St.
18 Spring Street and Hillside Avenue
19 Main and Cambridge Streets
112 Burgess Time Office
121 Burgess Log Pile
122 Norway and Fifth Streets
123 Main and Eighth Streets
124 Brown School and Norway Streets
131 Riverside Mill, rear Burgess Mill
161 Cedar and Summer Streets
163 Hillside Avenue at Pumping Station
164 Jordan Avenue
165 Highland Park Avenue
171 Saint Regis Academy, Main Street
172 Success and School Streets
173 Androscoggin Valley Hospital, School St.
174 Burgess School

FIRE CALLS NO. 2

2 Test or under control
21 Prospect Street
22 Willard and Pine Streets
23 High Street and Hillside Avenue
24 High and Pleasant Streets
25 Main and Mason Streets
26 High and Portland Streets
27 Willard and Emery Streets
28 Blanchard Street and Hillside Avenue
29 Granite and Mason Streets
213 Engineering Office Building, Brown Co.
221 Rear of Ware Knitters
223 Marston School and Pine Streets
224 York and Cole Streets
225 Pleasant Street
226 Cole Street and Urban Renewal
227 Willard and River Streets
231 Chemical Mill
241 New Berlin High School
242 Junior High School, State Street
261 Church and Noyes Streets
262 Upper Church Street
263 Portland Street, Upper End
264 Lincoln Avenue

FIRE CALLS NO. 3

3 Recall of men off duty
31 Main Street, Public Service
32 Green Square
33 Central Fire Station
34 Green Street and First Avenue
35 Cross Machine Shop
36 Mechanic Street
37 Glen and Watson Avenues
38 Park Street and Madison Avenue
321 Cascade Mill
322 Watson Street, Pumping Station
323 Sewage Treatment Plant

FIRE CALLS NO. 4

41 Clark Street and Second Avenue
42 Madigan Street and Third Avenue
43 Wight Street and Fourth Avenue
44 Western Avenue
45 Mount Forist Street
46 Western Avenue, middle
47 Western Ave., lower end
48 Western Avenue, and Williams Street
49 Cascade Street and Wentworth Avenue
412 Mount Forist Street and Third Avenue
413 Petrograd Street
421 Wight and Duguay Streets
422 Jolbert Street and Fourth Avenue
423 Madigan Street and Sixth Avenue
424 Morneau Warehouse
431 Granite State, Plant No. 2
432 City Garage
433 Adley's Terminal
435 Granite State, Plant No. 1
436 Granite State, Plant No. 1
437 Granite State, Plant No. 1
444 Second Avenue and Hill Street
451 Bartlett School
452 First Avenue, lower end
453 Second Avenue and Laurel Street

FIRE CALLS NO. 5

5 Kent and Derrah Streets
51 Burgess and Thomas Streets
52 Goebel Street
53 Burgess and Grafton Streets
54 Coos and Grafton Streets
55 Entrance to Forbush Park
56 Napert Village at Gauthier Street
57 Forbush Avenue and Trudel Street
511 Hutchins Street, Wood Pile
512 Rear of U-Drive-It
513 Bridge and Verdun Streets
521 Burgess Street, lower end
522 Champlain and Thomas Streets
531 Grafton and Lancaster Streets
532 Grafton and Kent Streets
533 Hillsboro and Merrimack Streets
534 East Mason and Hillsboro Streets

FIRE CALLS NO. 6

6 Top of Hillside Avenue
61 Hutchins and Sully Streets
62 Verdun and Argonne Streets
63 Countryside Avenue and Walsh St.
64 A.V.H. and Hutchins Street
65 Liberty Gardens
612 Hutchins Street, Quonset Hut
613 Pepin's Trailer Park
614 Berlin High School, Forestry Bldg.
615 Industrial Park, East Milan Road

FIRE CALLS NO. 7

7 School and First Streets
71 Sweden and Twelfth Streets
72 Saint Vincent de Paul
73 Howard Street
721 Replacement Box

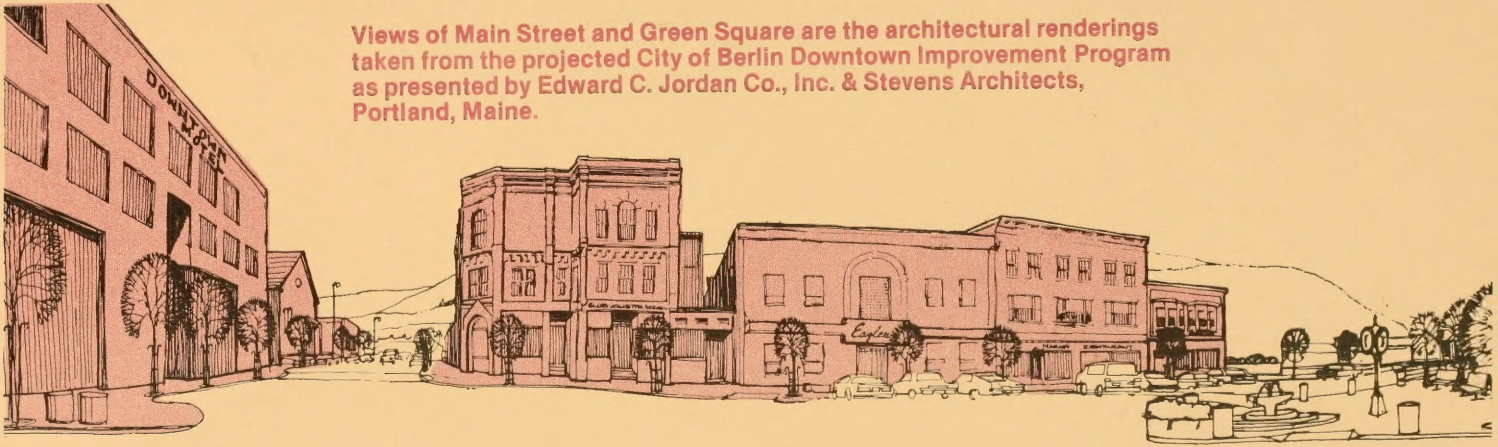
FIRE CALLS NO. 8

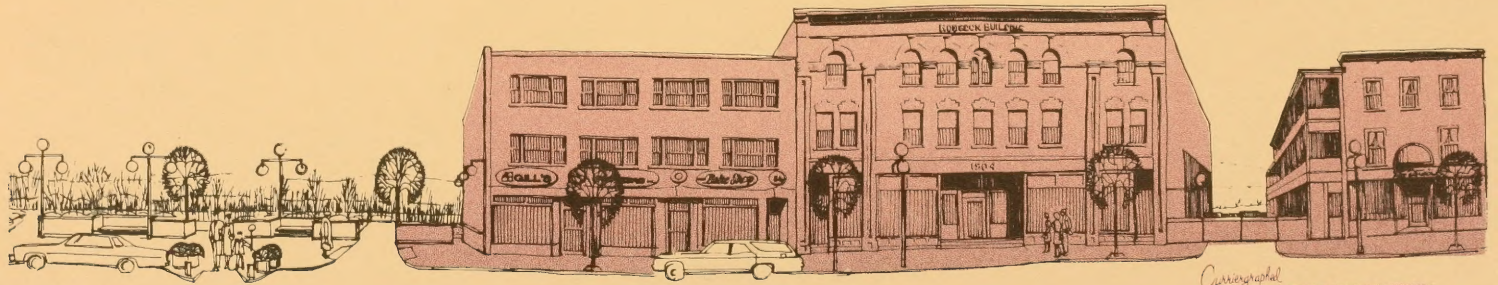
8 Norway and Tenth Streets
81 Norway and Twelfth Streets
82 Riverside Drive and Noury Street
83 New Hampshire Voc-Tech College
84 Coos County Nursing Home
85 Riverside Drive and Cates Hill Road

FIRE CALLS NO. 9

9 Seventh and Sweden Streets

Views of Main Street and Green Square are the architectural renderings taken from the projected City of Berlin Downtown Improvement Program as presented by Edward C. Jordan Co., Inc. & Stevens Architects, Portland, Maine.





Currier Graphics, Berlin, N.H., 752-2339